Oxford Living GRAMMAR

elementary

Learn and practise grammar in context





Be: Present simple I am; I'm not

- 1 Some examples of be in the present simple.
 This is my brother. He's ten years old.
 I'm eighteen and a student; these are my books.
 My parents aren't at home; they're at work.
- 2 Here are the present simple forms of be:

POSITIVE	Full form	Short farm
Singular	l am you are he/she/it is	l'm you're he/she/it's
Plural	we are you are they are	we're you're they're
NEGATIVE	Full form	Short form
Singular	I am not you are not he/she/it is not	I'm not you're not or you aren't he/she/it's not or he/she/it isn't
Plural	we are not you are not they are not	we're not or we aren't you're not or you aren't they're not or they aren't

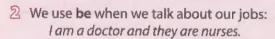
We usually use the short forms in speech. She's my sister. He's my brother. I'm from Germany. They're students.

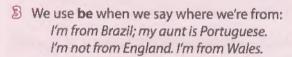
→ For information on question forms, see p. 4.

3 We use be to talk about the family, jobs, saying who we are, talking about the weather or a location and talking about age.

Grammar in action

- We use **be** when we introduce ourselves and our families:
 - These are my sisters and this is my brother.
 - I'm Steve; this is my partner, Ruth. She's 30 years old but I'm younger.





We use be when we talk about the weather:

It's a beautiful day but it's cold. It's not very warm today and it's very windy.



We use **be** when we talk about location:

Milan is in the north but it isn't near Venice.

We also use be to form continuous tenses.

→ For more information on the present continuous, see p. 10.

П		
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	_	-
	- 0	_

A Introductions

(i) Add the correct	forms of <i>be</i> . U	se the short fo	rm where possible.
---------------------	------------------------	-----------------	--------------------

'm	20 and I	1 a student. My fathe	er ² from	Brazil. My mother
	3 (not) from Brazil. S	he Irish. H	er parents	5 from Dublin.
Paul an	d Simon6 m	y brothers. They	⁷ both teach	ers.
	8 23 and Pau		10 (not) the	

(ii) Which use of be in (i) matches these contexts? Choose one example.

(11)	which use of be in (i) matches
0	Age I'm 20.
1	Job
2	Nationality
3	Family

8 Home, nationality and jobs

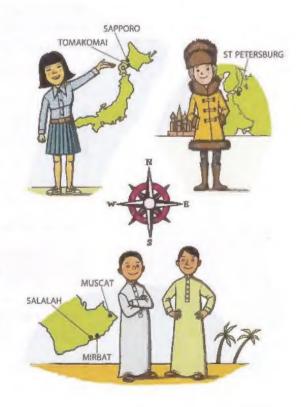
We're meeting people at a party. What are they saying? Add the correct forms of be. Use the short form where possible.



The weather and location

It's the first day of a new class. Four students are talking about their countries. Add the correct forms of be or one of the words in the box. Use the pictures to help you.

sun	ny sea near south north cold
KUMIKO	Hello. I'm Kumiko. I'm from Tomakomai. It 's o in the of Japan.
	It's cold in the winter, and it hot in the summer. Tomakomai a small town 3 Sapporo.
GALINA	Hi, I'm Galina. I'm from St. Petersburg. It
ABBAS	I'm Abbas, and this is my cousin, Sulama. We're from Oman. It
SULAMA	We're from two small towns in the 11, Salalah and Mirbat. They 12 by the 13. They 14 (not) near Muscat, the capital city. Muscat 15 a thousand kilometres away.



Be: Present simple Are you hungry?; What time is it?

4 To make questions with be, we put the verb before the subject:

QUESTION	vs		
Singular	Am I? Are you? Is he/she/it?	Plural	Are we? Are you? Are they?

5 These questions can be answered with yes or no: Are you here on holiday? ~ Yes, I am. Is your son a student? ~ No, he's not.

The answers are short: Yes, I am. NOT Yes, I am on holiday.

- → For more information on yes/no questions and short answers see unit 12.
- 6 We can use question words to make questions with be, too:

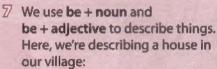
What's your job? Where are your friends? How old is your brother?

→ For more information on question words, see unit 12.

Grammar in action

We use be + adjective to describe how we feel. We might talk about a journey:

Are you unhappy? ~ No, but I'm cold and tired. ~ I'm sorry. It's a long journey.



It's a lovely old house and the garden's very large, but it's so expensive!





We can use there + be to talk about where things are or when things happen.

→ For more information, see p. 82.



D Asking and answering questions

Ming is a student from Shanghai. This is her first day in London. People ask her questions at the airport and at her new college. First put the words in the right order to make the questions on the left of the page.

0	Is this your suitcase? (your suitcase/this/is) Yes, it is.
1	(a student/you/are)
2	('s/your name/what)
3	(you/are/how old)
4	(are/from Hong Kong/you)
5	(your ID card, please/is/where)
6	(what/your address in the UK/'s)

Now write these answers in the correct spaces next to the questions above:

Here it is. I'm 22. Yes, I am. Yes, it is. No, I'm from Shanghai. It's The Hyde Park Hotel, Queensway, London W2 3BJ. It's Ming Yifeng.

Finally, use a form of be to make the questions that Ming asks at her college and hotel.

- 1s this my new timetable? (this my new timetable)
 What time is our first class? (our first class)
- 7 (this your first day here, too)

8	Where	(you from)
9		(I in the correct classroom)
10	***************************************	(this the bus to Queensway)
11	Where	(the Hyde Park Hotel, please)
12	What time	(breakfast tomorrow morning)

A holiday conversation

Sally is on holiday in Greece. She meets Liga in a café. Add the word(s) in brackets and a form of be to their conversation. Use capital letters where necessary.

```
SALLY Hi, 1'm (I) Sally.
      Pleased to meet you. I'm Liga. ______1 (you) here on holiday?
SALLY Yes. 2 (it) a beautiful town, and it's so sunny here! But 3 (l) sad
      because it's my last day.
LIGA
      Oh, I'm sorry. Where _______4 (you) from, Sally?
SALLY Athenry, ______ <sup>5</sup> (it) a nice little town in Ireland, but _____ <sup>6</sup> (it/not) very
      sunny. And you?
      I'm from Riga. It's the capital of Latvia. I'm here with my boyfriend, and
LIGA
      ", (this) our first day, so (we) happy!
SALLY ______9 (you) lucky!
WAITER Good morning, ladies. Would you like something to eat?
11 (I) thirsty, too. A lemonade, please.
SALLY Well, 12 (it) good to meet you, Liga, if only for a day!
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At a bus stop

Katie and Asif meet Dieter at a bus stop. After the example, add twenty more positive and two more negative forms of be. Use capital letters where necessary.

Look at the time. It two in the morning. Where we? ASIF KATIE

On Burley Street, I think, you hungry, Asif? ASIF

No, I hungry, but I tired. Where the bus stop? KATIE Look, it there! Come on!

(At the bus stop they meet Dieter.)

ASIF Excuse me. this the bus stop for Rayne's Park?

DIETER Yes, I hope so. It a cold night.

KATIE Hi. I Katie and this my friend Asif.

DIETER Pleased to meet you. I Dieter. you students?

KATIE No, we students. We doctors. And you?

DIETER I a waiter at the Hamburger restaurant on Park Street.

Where you from? you German?

DIETER No, I Austrian, but I in Leicester for six months. It an interesting city.

KATIE Look, the bus here! I hope it warm inside. After you, Dieter. Come on, Asif.



Present simple I work; he studies

- 1 Some examples of the present simple: I come from France, but I speak English. She usually phones me at the weekend. We live in the centre of Beijing.
- 2 The positive form of the present simple only changes after he/she/it:

POSITIVE

Singular	Istop	Plural	we stop
	you stop		you stop
	he/she/it stops		they stop

3 The changes after he/she/it:

For most verbs, we add -s:

But for verbs ending in -o, -ch, -sh, -ss and -x, we add e before -s:

And for verbs ending in a consonant (b, c, d, etc.) + y, we change the y to ie, and then add -s:

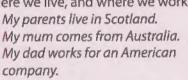
For the verb have, we say 'he/she/it has...':

These spelling rules work for nouns too: potato -- potatoes match -- matches box -- boxes baby -- babies

- 4 We use the present simple to talk about ourselves, where we live, and where we work, to talk about our hobbies and timetables, to talk about things we don't like and to talk about things we don't know.
 - → For information on present simple negative, see p. 8.

Grammar in action

We use the present simple to talk about facts. Here, we're talking about where we live, and where we work: My parents live in Scotland.





2 We use the present simple to talk about our hobbies, timetables, and things we do regularly:

> I sometimes play football on Sunday mornings. They never go on holiday. Megan comes to a French class with me on Mondays.



We often put a frequency adverb (usually, sometimes, never, etc.) before the verb, or we give a time, day or period (at 9.30, in the morning, on Tuesdays, at the weekend, in the summer, etc.) after the verb.

→ For information on frequency adverbs, see p. 16.

Talking about where we live and where we work

Joe and his friends share a big house in London. Jean-Paul is going to stay with them. Add the correct form of the verbs in brackets to this letter.

Hije	an-Paul!
(worl	s some information about our house. Sally and I <u>live</u> (live) on the first floor. Sally <u>works</u> or a travel company and I <u>live</u> (drive) a taxi. Paul <u>2</u> (have) a room on our floor, too. (live) on the second floor with his wife, Lucia. They <u>5</u>
(com	e) from Italy. Lucia 6 (speak) a little French, I think. They both 7 (make) great I! Finally, Greg 8 (sleep) on the top floor. He 9 (teach) maths in a local school.
See Į	you soon!
Joe	

Things we do regularly

(i) Here is an interview with Anisha Chetty, the managing director of the supermarket company, Bisco's. Add the correct verb, changing the form if necessary.

INTERVIEWER When do you start your day?

My husband sleeps o (sleep/stay) until 8 a.m., but I always get o **ANISHA**

(start/get) up at 6.30 a.m. I usually _______1 (leave/go) to the gym first. Then I _____2 (have/sit) breakfast at the London office at 7.30 a.m.

I ______3 (start/stop) work at 8 a.m.

INTERVIEWER Wow! That's early. Are you the first person to arrive at the office?

No, actually. My Personal Assistant, Philip, 4 (get/arrive) at **ANISHA**

7.45 a.m., but he finish/lose) work at 3 p.m. to pick up his

children from school.

INTERVIEWER Do you have meetings all day long?

No, not all day. On Wednesdays I ______6 (fly/catch) to Glasgow to visit **ANISHA**

every week on the eleven Bisco supermarkets in Scotland.

INTERVIEWER Do you have any time to relax?

ANISHA

And I (try/come) to get home early on Friday afternoons.

(ii) Check your answers to (i), and then add the verb in the correct form to these sentences about Anisha.

- O She always gets up at 6.30 a.m.
- 1 She usually to the gym first.
- Then she breakfast at the London office.
- 3 She work at 8 a.m.
- 4 On Wednesdays she to Glasgow.
- 5 She yoga on Tuesday afternoons.
- 6 And she to get home early on Friday afternoons.

Facts and regular activities

Gill is showing a family photo to her friend. Cross out the wrong verb forms in the sentences in the first half (1-4), and add them to the sentences in the second half (5-8).

- 0 My mother-make/makes TV programmes.
- 1 My father work/works in a travel agency.
- 2 My parents spends/spend two months every year in California.
- 3 My grandfather speaks/speak five languages.
- 4 He plays/play jazz piano at the weekends.
- 5 My brothers for a South American bank.
- 6 They both _____ Spanish as well as English.
- 0 They make a lot of money.
- 7 My older brother, Matt, all his money on cars.
- 8 They both tennis together on Sundays.



5 Some examples of the present simple negative:

I don't like music in shops,

She doesn't eat meat.

We do not know the answer.

This train does not stop at York.

6 We make the negative form by using do not/don't or does not/doesn't before the infinitive:

NEGATIVE			
CE TO	Full form	Shart form	
Singular	I do not stop you do not stop he/she/it does not stop	I don't stop you don't stop he/she/it doesn't stop	
Plural	we do not stop you do not stop they do not stop	we don't stop you don't stop they don't stop	

- 1 Note that we don't add -s after he/she/it in the negative form: He doesn't stops.
- 2 In speech and informal writing, we usually use short forms.

Grammar in action

We use the present simple to talk about things we like or don't like: I love sunny days! I like most classical music.

Mike doesn't like golf. We want an ice cream!

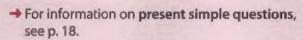
My dad hates motorbikes.

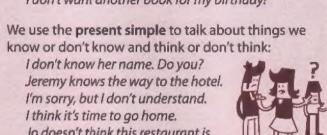
I don't want another book for my birthday!

We use the present simple to talk about things we

I don't know her name. Do you? I'm sorry, but I don't understand. I think it's time to go home. Jo doesn't think this restaurant is very good.

l understand a few words in French.





Sightseeing in Edinburgh

Bob and Jess and their kids, Sam and Mel, are visiting Edinburgh. Add the correct verb in the correct form.

BOB	I don't know o (not think/not know) where we are, Jess. Mel thinks o (think/want) we're on Princes Street - the street with all the shops - but I'm not sure.
SAM	
IESS	I 2 (not think/not understand) the zoo is in the city centre, Sam. And Mel 3 (not hate/not like) zoos anyway.
ВОВ	Listen. I'm going to ask this man where we are. Excuse me, sir, what is the name of this street?
IESS	Bob! He 4 (not understand/not think) you. I don't think he's British.
BOB	OK. Sorry, sir. Look, Jess. What's that?
IESS	f (not know/not understand), Bob.
MEL	But I6 (think/know) what it is! It's the Scott Monument, I read about it at school.
BOB	Thanks, Mel. This is Princes Street, then. So now I know the way to the Tourist Information Office.
IESS	Great! We can ask for directions to the National Gallery of Scotland. Control of Scotland
SAM	
ESS	We can have a drink at the café in the National Gallery, Sam. We may see some

paintings of lions or tigers there. That will be nice, won't it?

E A day in the life of Ling Wang

my apartment..."

(i) We use the present simple for facts and regular activities; things we like and don't like; and things we know and don't know, In the first part of this magazine article, tick (\(\sigma \)) the verb forms if they're correct. If they're wrong, cross them out and write the correct forms. This informal magazine uses short forms of the present simple negative.

Ling Wang read reads of the evening news on a Beijing TV channel. She lives on a beautiful apartment in the centre of the city. She don't _______1 get up early. She likes _____2 to sleep late, until 10 or 11 a.m. She have 3 three cups of green tea for breakfast. At 11.30 a.m. she go _______ for a swim in a pool in her apartment block. Then she relaxes 5 until lunchtime. "Sometimes I meets ______ 6 a friend for lunch," she says. "We talk ______7 about our jobs, and music and films and things. I know ______ * a lovely restaurant near



(ii) In the second part, add the verb forms from the box.

understand takes think don't eat don't speak studies arrive don't meet love



"...We normally <u>arrive</u> there at 1 p.m. I'm a vegetarian, so I _______ neat or fish, but I 10 fresh fruit and vegetables. I 11 it's important to look after your body," After lunch, Ling always _______t2 her language books for an hour. She speaks English and Japanese as well as Chinese. "I 13 one or two words in Spanish, too, but I ______14 it," she says. "I ______15 many Spanish people in Beijing!" At 4 p.m. a taxi 16 her to the TV studio.

OVER TO YOU Now go to page 122.

Present continuous

- 1 Some examples of the present continuous:
 Hurry up! Sara and Tom are waiting for us!
 I'm sorry, Matt's shopping at the moment. Do you want to leave a message for him?
 I don't like my boss I'm looking for a new job.
- 2 Here is the positive form of the present continuous:

POSITIVE		
	Full form	Short form
Singular	am waiting you are waiting he/she/it is waiting	I'm waiting you're waiting he/she/it's waiting
Plural	we are waiting you are waiting they are waiting	we're waiting you're waiting they're waiting

In speech and informal writing, we usually use the short forms after pronouns. We can use the short form with singular nouns, too: He's eating. The dog's/dog is eating.

3 To make the -ing form:

For most verbs, we add -ing:

sleep -- sleeping

work --- working

But for verbs ending in -e, we take away the -e first:

live -- living

make -- making

And for these common verbs, we double the final consonant:

beginning	
shopping	
travelling	

getting sitting winning running swimming

- → For more information on the -ing form, see p. 128.
- 4 We use the present continuous to talk about things that are happening right now and things that are happening around now, but perhaps not at the exact moment of speaking.
 - → For information on the present continuous negative, see p. 12.

Grammar in action

We use the present continuous to describe things that are happening now. This is often in an email, on the telephone, or in a radio or TV report;

I'm sitting at my desk and it's snowing outside. (in a letter)

Bob's watching TV, and Jo's reading. (in an email) Steve Jordan is running towards the goal now! (in a report on the radio)







We use the present continuous to tell people about things that are happening now so that they do or say something in response:

That big dog is running towards us! Let's go! I'm listening to the radio. Be quiet! It's getting late. Shall we go home? That man is looking at you. Do you know him?

A A telephone conversation – things that are happening now

Two water verbs.

To spiash is to make someone wet by making water fail on them.

To sink is to go below the surface or towards the bottom of water.

Patrick is at home with his son Pete, who is sick. His wife, Simona, is on holiday with their daughters, Ally and Becca. Add the verbs to their phone conversation in the present continuous form. Use short forms if possible.

PATE	RICK	Everything is fine, than	iks.Pete 💎 🚟 🗠	o (sleep) and to the control of the	. 1
		(sit) in his bedroom. Th	e sun		
		about you? I hope you		³ (enjoy) the holiday.	
SIMO	NA	Well, I	(think) about I	Pete and you, of course. But	
		we		⁶ (swim)	
				sh) her new friend, and Ally	
			run) around. She 🛒	9 (piay) footbal	with
		some Spanish kids.			

Responses to things that are happening now (1)

Add these verbs in the present continuous to the pictures on the right. Use short forms if possible.

	try sink	splash stand shout walk
0	Intring	"to read my newspaper! Be quiet!
1	You	too fast! Please slow down!
2	That boat	! We should help!
3	She	me! Tell her to stop!
4	That man	at us! What does he want?
5	You	on my foot! Please can you move?

A television report – things that are happening now

In this news report, add the correct verb form in the present continuous. Use short forms if possible.

This is Francesca Martin for 'Liverpool Ne	wstime! I mstanding o
(stand/stay) outside the new Ship Museu	m. I can see a car. Yes, the Queen
1 (land/arrive). Her ca	
near a group of local people. Now Her Ma	jesty3
(get out/get up) of her car. She	4 (wait/wear) a blue
coat and a blue and white hat. Someone	⁵ (have/give)
her some flowers. She	6 (smile/say) now, and she
,7 (take/talk) to a man	
group. The director of the museum, Pand	it Desai,
(become/come) to meet her. In a momen will be open. And now, back to the studio	

Responses to things that are happening now (2) D

Jan and Dave are on holiday. Add these sentences to the dialogue:

My husband and I are having a cup of coffee on the deck. im taking photos of that yacrit. Yes, She's walking towards us now Dave, I think the owner is looking at you. It's getting late.

JAN	Are you taking a photo of me?	
DAVE	No. Im taking a prict of that you it	O Can you move to the
	left, please?	
JAN	Perhaps you shoul	d stop.
DAVE	Are you sure?	
JAN	2 Put your camera in	your bag.
DAVE	Oh dear. I don't think she's happy.	
OWNER	It's a nice yacht, isn't it?	3 Would you like to
	join us?	
JAN	That's very kind of you, but	4 We should go
	back to our hotel.	
OWNER	Well, come again tomorrow afternoon. W	e can show you our yacht















Present continuous

It is not working; we're not coming

- 5 Some examples of the present continuous negative: Look! It isn't raining any more. They're not playing very well at the moment. He isn't working on the computer, he's sleeping.
- 6 Here is the negative form of the present continuous:

Preferen		
·	Full form	Short form
Singular	l am not working you are not working he/she/ it is not working	I'm not working you're not / aren't working he/she/it's not/ isn't working
Plural	we are not working you are not working they are not working	we're not / aren't working you're not / aren't working they're not / aren't working

7 We often use these expressions with the present continuous:

at the moment these days this week/month/year

She isn't working very hard **at the moment**. You're watching a lot of TV **this week**.

8 We don't normally use these verbs in the present continuous:

like love hate want know understand

I don't like musicals. (NOT I'm not liking musicals.) She knows London. (NOT She's knowing London.)

→ For on present continuous questions, see p. 20.

Grammar in action

- We can use the present continuous to talk about things that are happening around now (but perhaps not at the exact moment of speaking). Often we are giving news about friends and family:
 - My parents are driving across America at the moment. Marsha is learning German at evening class.
- Sometimes we use the present continuous to talk about how life is slowly changing:

The world is getting warmer. We're all working longer hours these days.



E News about friends and family

Dimitri is visiting a museum in London. Put the verbs in the positive or negative form of the present continuous. Use short forms if possible.

DIMITED Handled don't halians let thou are you? How also to see you! le top with you?

		now are your now like to see you: is for with you:
HAZEL	Dimitri! I'm fine, thanks.	No, Joe is working (Joe/work) in Paris this month.
	What about Galina?	
DIMITRI	She's fine.	. ! (She/not stay) in London with me, because
	² (h	r sister/move) house this week, and
	(Galina/help) her. Anyw	ay, how is life at the BBC?
HAZEL	Actually,	
		earn) Russian.
DIMITRI	6 (Ye	ou/learn) my language! That's wonderful. But why?
HAZEL		write) a book about Moscow. Perhaps you can help me!
DIMITRI	Of course.	(We/not live) in Moscow at the moment, but we
	have many friends there	<u>.</u>
HAZEL	And what about your cl	nildren? Are they still enjoying their music?
DIMITRI	Yes, but	of they/not play) together these days.
		lexander/study) in Germany now, and
	(Fedor/teach) the piano	at home. Anyway, Hazel, here's my email address.
HAZEL	Thanks, Dimitri. We mu	t keep in touch.



Life in modern Britain

Finish the -ing forms of the verbs in the first part of this article on modern Britain.

Life is changing in the UK, but is it getting more interesting food. But often, we're e better? For example, we have wonderful it on our own in front of the TV. Of computers at work, but we're working o course, we're l_____6 longer. But we aren't harder. We aren't enj ourselves more We're g ____ ? up earlier and we're look after us when we're old? Dr Brian Dixon. sta longer at the Professor of Sociology at the University of office. At the supermarket, we're b Yorkshire, has some of the answers. He says . .

A phone call to a friend

We use the present continuous for things that are happening right now; and for things that are happening around now. Add the words from the boxes in the present continuous form to this conversation. Use short forms if possible.

eat eat look play spend visit wash watch MANDY Sally? It's Mandy here. What are you doing?

SALLY I'm washing of the dishes at the moment. What about you? weekend in Mallorca, so I _______ 3 after the twins. Ben 4 ice cream, and Joe 5 with his trains. What about you? Is Clare in?

SALLY No, she _____6 Mum and her new husband. It's just me and dad.

MANDY Ben! You 7 too quickly! You'll be sick. So Sally. how is your dad, anyway?

drive get meet play not spend think work

SALLY Better, thanks. He , 8 so much time on his own in his room - he _______9 people, and he¹⁰ tennis again.

MANDY Joe! You _______11 that train too fast! Sorry, Sally.

SALLY That's OK. I'm going to do some homework in a minute.

MANDY You 12 very hard at the moment,

SALLY I know. I want to go to university next year. What about you?

MANDY I'm still not sure. I 13 about it. Anyway, I'd better

SALLY OK. See you tomorrow!

Twins are two children who were born at the ame time. If they look the same, we call



OVER TO YOU Now go to page 122,

PRESENT SIMPLE

Long-term

We use the present simple for facts: Sally speaks French and German. I don't drive a car - I have a bicycle.

and to talk about our hobbies, timetables and things we do regularly:

We study maths on Monday mornings. I often **go** swimming.

We usually use the present simple with like, love, hate, want, know, think, understand.

MIKE Do you like the film? (NOT Are you liking the film) NIKKI Yes, but I don't understand the story! (NOT I'm not understanding the story)

Facts and regular activites are long-term (true for a long time).

Use with: often, sometimes, etc. on Tuesdays, at 9.30, etc.

PRESENT CONTINUOUS

Temporary

We use the present continuous for things that are happening now, to describe things:

Jack is speaking to his dad on the phone.

and to tell people about things so that they do something in response:

You're driving too fast! Slow down!

We use the present continuous for things that are happening around now, but not perhaps at the exact moment of speaking – such as study courses:

Marsha is studying Japanese at university.

and how life is slowly changing:

Children are living at home longer these days.

Things that are happening right now and around now are temporary (true for a shorter time).

Use with: at the moment, these days, this week/month/year

Grammar in action

We normally use the present simple for things that are long-term and the present continuous for things that are temporary or different from our normal lives.

Look at this information about John: John lives in London. (LONG-TERM) He works for 'The Times'. (LONG-TERM) Every week, he writes about football. (LONG-TERM) At the moment, he's writing a book on 'Great American Golfers', too. (TEMPORARY) In fact, he often plays golf with his son, Luke. (LONG-TERM) But Luke is skiing in Colorado this week, (TEMPORARY) so today John is working at home in his garden instead.

Long-term and temporary activities (1)

Luis is describing his business trip to London. Circle the correct options.

(TEMPORARY)

My name is Luis. I'm coming (I come) from Mexico. I normally work/I'm normally working in Mexico City. But this week I'm visiting / I visit 2 our offices in London. In Mexico City, I live/I'm living 3 with my wife and two children in a large house with a garden. At the moment, though, I stay / I'm staying 4 in a very small apartment in central London. I usually drive/I'm usually driving 5 to work in Mexico City. But this week, I walk/I'm walking 6 everywhere! It's very good for me. And my English improves/my English is improving? a little!

Long-term and temporary activities (2)

(i) Three international exchange students are waiting for a college bus at a university in Madrid. Put the verbs in the present simple or continuous. Use short forms if possible.

Hi! Do you guys speak English? I'm Xu, and I'm from Beijing. XU

UWE Hi! (I/come) from Germany, but (I/speak)
English. My name is Uwe.
KHAN I'm Khan, I'm from Liverpool
XU 3 (I/do) computer studies.
UWE Really?
KHAN Do you guys know if they have a football team here? (I/play) every week in England.
YU I'm not sure. Do you play outside or inside?
KHAN Yes, but it's OK
UWE Actually, 9 (I/learn) to play tennis at the moment. I'm not very good.
XU Really?
KHAN Look,11 (that man/shout) at us!
UWE It's OK. He's the bus driver. He wants us to get on board.
(ii) A month later, Xu is emailing his English friend, Sharon. Again, put the verbs in the present simple or continuous. Use short forms if possible.

How are you? At the moment, (I/sit) next to the window in one of the university's excellent computer rooms. (The sun/shine). I've got my timetable now. ² (I/go to) classes in the morning, and ³ (I/do) sports in the afternoon! And I've got two new friends, Khan and Uwe. (Khan/come) from Liverpool, and 5 (he/study) music. (He/spend) a couple of days in England at the moment. I think his sister is getting married. 7 (He/do) art. In fact, (he/paint) a picture Uwe is German. 9 (He/speak) really good English. of me this week. I'll show it to you one day! 10 (my Spanish/get) better all the time. 'Es hora de ir' - that's Spanish for 'it's time to go' - I think. See you!

Long-term and temporary activities (3)

Gall is talking on the phone to her sister about her son. Add the verbs in brackets in the present simple or continuous. Use short forms if possible.

TINA	What's he doing now?		
GAIL	He 's opening o (co	open) the back door and he	1 (walk) into
TINA	So what?		
GAIL	Well, hesomething. And it's mi	² (wear) his pyjamas and hednight.	³ (sing)
TINA	Oh dear, he	4 (fall) in love again, isn't he?	
GAIL	I think so. Normally he	5 (come) back from	work, and he
		nave) his dinner. Then he	
	and he		
TINA	And now?		
GAIL	He .	9 (not eat) at all. And look, he	¹⁰ (dance)!



Present simple and present continuous Expressions of time

When we use the present simple for regular activities, we often put a frequency adverb (usually, sometimes, never, etc.) before the verb, or we give a time, day or period (at 9.30, in the morning, on Tuesdays, at the weekend, in the summer, etc.) after the verb:

Carla often visits her grandmother.
I eat lots of ice cream in the summer.

And when we use the present continuous for things that are happening around now, we sometimes use expressions like at the moment, these days, this week/month/year:

We're buying a new house at the moment. You're not eating very much these days.

4 We use the present simple (and not normally the present continuous) when we talk about things we like or don't like, using the verbs like, love, hate, want:

Dave likes jazz. (NOT Dave is liking jazz:)

I want a cold drink. (NOT I'm wanting a cold drink.)

and also when we talk about things we know or don't know, using the verbs know and understand:

Jo knows London. (NOT Jo's knowing London.)

With the verb think, we can use the present simple or continuous, but the meaning changes:

! think it's nice. (= In my opinion, it's nice.)
I'm thinking about her. (= She's in my mind/
thoughts now.)

Grammar in action

bus).

We use the present simple to say how often or when we do things in our daily lives. Here we're talking about our friends' routines:

Mike sometimes cycles to work. Heather goes to a French class on Mondays.

We use the **present continuous** to say how our lives are different from normal:

the moment (but I normally work in Manchester).

Stella is walking to work this week (but she normally goes on the

I'm working in our Paris office at



We use the present simple to tell friends how we feel about something:

> DAVE I love musicals like 'Phantom of the Opera'.

MEG Do you? I like plays by Shakepeare.

DAVE Really? I don't understand Shakespeare at all.







D A conversation at a music college

A music student introduces herself to Julie. Put a number where the missing word should be.

DIANA (the = 0) Hello, my name's Diana. I'm studying here at 0 moment.

JULIE (every = 1) Hi! I'm Julie. I come to these concerts week. What instrument do you play?

DIANA (this = 2) Well, 1 normally play the violin, but I'm learning to play the trumpet year, too.

JULIE I love violin music. But the trumpet is a difficult instrument, isn't it?

DIANA (on = 3) Yes! I have a class Tuesdays. It isn't easy. What about you? Do you play anything?

JULIE (is = 4) Not really. My husband teaching me the piano at the moment. He plays every day.

DIANA It's not easy to find the time, is it?

JULIE (these = 5) We're all working very hard days. Too hard. But these concerts after work are great.

DIANA (have = 6) Good. We sometimes concerts at lunchtime, too.

JULIE Lunchtime! What's that?

DIANA (at = 7) Oh dear! You're working much too hard the moment!

E A public notice

Look at this public notice in Watford. Tick (✓) the verb forms if they're correct. If they're wrong, cross them out and write the correct forms. Use short forms if possible.

We are know	ing Know that people like	o to see beautiful things in
their town ce	entres. Some people want	¹ fountains. Other people are liking
	2 statues. But most people love	parks! In Watford, we build
		e are thinking
it. We under		wanting7 the best, and we
work ,,,,,,,	e very hard these days - but t	the best things take time!
We don't kno	ow exactly when you	ur new park will be open, but we make
		moment, so go to www.watford.gov.uk/newpark
after 5 May f	for more information!	

Meeting old and new friends in a restaurant

We use the present simple for long-term things and with verbs such as like and know, and we use the present continuous for temporary activities. In this conversation, Sam is introducing Michiko to his brother, Chris and Chris' wife, Rachel, at a local restaurant. Use the correct verb forms. Use short forms if possible.

	·		
SAM	Chris, Rachell Hil Have a seat. This is Michiko. Sne comes of (she/come) from Tokyo.		
RACHEL	Hi, Michiko! Welcome to Edinburgh, and to Mario's. I hope		
MICHIKO	² (I/not know) Italian food well, but3		
	(I/love) pizzas.		
CHRIS	Good to meet you. Sam says		
MICHIKO	That's right		
CHRIS	6 (The waiter/come) I'll get some cola, shall I?		
SAM	7 (Michiko/not like) cola. Can you order some water, too?		
	Anyway, what's new, Rachel?		
RACHEL	* (We/look) for a bigger house, Sam. But they're very		
	expensive		
	Michiko, so we're not well-off!		
місніко	10 (I/not understand). What does 'well-off' mean?		
CHRIS	'Rich'. We're not rich. But we're OK. What about you, Sam? Anything new?		
SAM	Nothing, apart from Michikol 11 (l/get up),		
	12 (l/go) to work, 13 (l/play) football on		
	Saturdays!		
RACHEL			



05

Present simple and present continuous questions Do you understand?; When does the library open?

1 Look at these present simple questions:

Do you want a sandwich? Do they remember me? Where does he live?

2 To make present simple questions we put do/does before I/you/he/we/they:

do/does + subject + verb

You speak English. → **Do** you **speak** English? He comes from London. → **Does** he **come** from London?

They have an English dictionary. → **Do** they **have** an English dictionary?

We form present simple questions like this:

QUESTIONS

Do l/you
Does he/she/it
we/you/they

want (a drink)?

Note that the verb after do/does doesn't change: Does he go to the gym? (NOT Does he goes to the gym?)

3 We sometimes put the question words what, when, where, and how much before do/does:

Where does Michael work?
What do you want?
How much does it cost?
When does the next train leave?

→ For more information on question words and short answers, see p. 48.

Grammar in action

- We use **present simple questions** to get useful information. At a tourist information office we might ask about travel timetables, ticket prices or opening times:
 - Do these buses go to the stadium? How much does a ticket cost? Does Windsor Castle open on Sundays?
- We use present simple questions to ask our friends what they want: Do you want an ice cream? Does Dave want a newspaper? What do you want?



A Getting information (1)

Daniel, from France, is going to spend six months at a college in Madrid. Put the words in brackets in the right order, and write out the questions that he asks his new American flatmate, Greg, on his first day in Madrid.

0	Doyo speak Frencr?	(speak/French/you/do) ~ No, I'm afraid I don't.
1		(the local shops/you/do/like) ~ Yes, the best are on
	Calle Gracia.	
2		(you/do/sports in Madrid/play) ~ Yes, I play tennis.
3		(a map of Madrid/do/have/you) ~ Sure. There's one
	in the kitchen.	
4	դոն իր է բայց իրումում նրում իրումուռն նրում իր գմուռներով բում իրում ըսկ է հում ըսկ է դում ըսկ է բուց իրու	(do/a lot of money/metro tickets/cost) ~ No, they're
	really cheap.	
5		(start/does/college/when) ~ On 14 January.

Now, use the words in brackets to form questions.

0	Do you go to not ege every day? (go/to college every day/you) ~ No, I don't go on Fridays.
6	(cook/Spanish food/you) ~ Well, I sometimes make paella.
7	(at the weekend/open/the college library) ~ Yes, I think so

8	(change/money/the local bank) ~ Yes, it sells euros.
9	(traditional food/cook/the local restaurants) ~ Yes, the food's
	delicious.
10	(cost/the cinema/how much) ~ It's about six euros for a film.

Getting information (2)

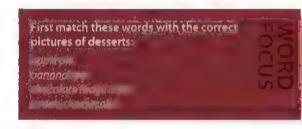
Faroukh and Aisha are in the Tourist Information Office in Dublin. Use the words in brackets to form questions. Use capital letters where necessary.

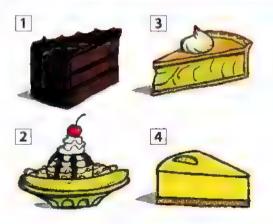
ASSISTANT	Hello. Can I help you?	
AISHA	Yes, please. We're spending the weekend in Dublin.	
	Do you have a map of the city centre? (of the city centre/have/ a map/you)	
ASSISTANT	Of course. Here you are. What do you want to see during your visit?	
FAROUKH	Everythingl Dublin Castle, for example	
ASSISTANT	It's here on Dame Street. A long time ago, there was a small lake in the castle, called the 'Black Pool', and that's what Dublin means - 'black pool'.	
FAROUKH	That's interesting. We also want to see Trinity College.	
	² (it/Sundays/on/open)	
ASSISTANT	Yes. From 9 a.m. to 5 p.m.	
AISHA	Thanks. And	
ASSISTANT	Every day, from 10 a.m. to 7 p.m. It's a great place. Do you have any more questions?	
AISHA	Yes. One more4 (Dublin Bay/to/the train/go)	
ASSISTANT	Sure. I'll give you a timetable.	
FAROUKH	Thanks5 (the train/much/how/cost)	
ASSISTANT	Oh, it's not very expensive. It's £5 for a return ticket.	

Asking friends what they want

Sal, Kit and Kit's baby son, Max, are in a restaurant. Use the words in brackets to form questions with want.

SAL That fish was good. Do you want a dessert? (you/a dessert?) This chocolate fudge cake looks good. No, I don't. The food was great, but I'm really full. KIT 1 (you/some more water?) SAL Yes, please, I'm thirsty today. But what about some apple pie with cream, Kit? That's just fruit, really. Or 2 (you/some cheescake?) KIT No, I'm OK, thanks. SAL What about Max? (he/a banana split?) KIT No, I don't think so, Sal. He looks tired. OK. ______4 (we/coffee SAL afterwards?) They say the cappuccino here is very good. Sure. Are you OK, Max? KIT (you/some more orange juice?)





Present simple and present continuous questions

Is it snowing?; What are they doing?

- 4 Look at these questions:

 Are you waiting for me?

 Is Mike working upstairs?

 What are you doing?
- 5 To make present continuous questions, we put the form of the verb be before I/you/he/we/they:

am/is/are + subject + -ing form

You are sleeping. → Are you sleeping? It's raining. → Is it raining?

We form present continuous questions like this:

QUESTIONS				
Am	1	1		
Are	you	lensine?		
İs	she/he/it	leaving?		
Are	we/you/they	J		

- 6 We sometimes put the question words what and where before am/is/are:
 - Where are you going? What is she watching?
 - → For more information on question words and short answers, see p. 48.

Grammar in action

- We use present continuous questions to ask about people's actions at the present moment:

 What are you watching?

 Are you enjoying that pizza?

 What's your mum doing?
- We use present simple and present continuous questions to ask people about their lives. On your first day at school you might ask a new friend:

Do you live near here? Are you studying French?





D Getting ready to go out in New York

Juan and Cova are staying with friends in New York. Use the words in brackets to form present continuous questions.

DIANE	Are you enjoying that CD, Juan? (that CD, Ju	uan/you/enjoy)
JUAN	Yes, I am. It's a great band. Are they American?	
DIANE	No, they're Canadian. Is Cova OK?	(she/what/do)
JUAN	She's resting, Diane. What about Joe? (he/in the kitchen/cook)	2
DIANE	No, he's doing something on the computer upstairs	. But it's time to go, Joe!
JOE	(Coming downstairs) Hi, Juan. Diane.	3 (listen to/you/what)
DIANE	It's that 'Paper Dog' CD.	
JOE	Yes, darling.	5 (rest/upstairs/Cova)
JUAN	Yes. Coval	⁶ (downstairs/come/you)

E At the opening of an art gallery

fo commute means to travel to work

(i) Here are eight questions you can ask people you meet. We often use sort of in
questions: it means 'type of'. Question 2 is for a visitor or a tourist. Complete the words.

Basic information: Do you live	nea ⁰ nea	r here?	
Are you sta1 near he	ere? Who	ere do you c	² from?
Work/study: Do you w	³ near he	re?	
What sort of j do y	ou do?	Are you stu	⁵ anything?
Free time: What sort of things	do you d	6 in you	r free time?
What sort of food do you !	7?		

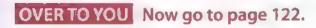
(ii) A group of people are going to look at some paintings in a new gallery in a small town. Add seven more of these eight questions in the right place.

0	Are you stay no near nere?	
	Yes, we've got a room in a hotel on Oak Street.	
1		
	I play tennis sometimes, but I don't have much free time!	
2	·	
	I'm a doctor.	
3		
	We really love Indian food. There's a great restaurant near here.	
4		
	I'm from Portugal, actually. What about you?	
5		
	Yes, we've got a flat in the town centre.	
6		
	No, not really. I commute every day to London.	
7		
	Yes, I'm trying to learn Chinese	

A conversation at a bus station in New Delhi

We use questions to get information; to ask people what they want; to ask what people are doing at the present moment; and about their lives. Make present simple or continuous questions in this conversation.

ALLY	Excuse me, please. Does to sib stop at Mampai? (this bus stop)		
	at Mumbai?)		
DRIVER	Yes it does, Madam.	¹ (you/want/a ticket?)	
ALLY	I think so.	² (the bus/leave soon?)	
DRIVER	No it doesn't, i'm afraid. But you can wait	on these seats.	
ALLY	Thank you.	3 (When/it/go?)	
DRIVER	In an hour.		
ALLY	Thank you. (Ally sits down next to a man.)	Excuse me.	
		4 (you/wait/for the bus to Mumbai?)	
ROD	Yes, I am.		
ALLY	Me too	(you/stay/in New Delhi at the moment?)	
ROD	No, I work in Mumbai.		
ALLY	Really?		
ROD	I'm a doctor. And you?	you travel/around India?)	
ALLY	Yes, it's my first visit. It's very hot, isn't it?		
ROD	Of course! We aren't in London, you know	w! 9	
	(you/want/a cold drink?)		
ALLY	Sure. (Rod stands up)	(where/you/go?)	
ROD	To a nice hotel near here. We'll have som	e cold lemonade.	





Past simple I played; he made

- 1 Two examples of the past simple: I went to London with two friends last summer. We stayed in a hotel near Hyde Park.
- 2 To make the positive form of the past simple we add -ed to regular verbs:

POSITIVE

I/vou he/she/it we/you/they

asked

- → For -ed spelling changes (e.g. try/tried), see p. 128.
- 3 But many common verbs have irregular past simple forms. Look at these examples:

break/broke	buy/bought	catch/caught
come/came	do/did	drink/drank
eat/ate	find/found	forget/forgot
go/went	have/had	know/knew
leave/left	lose/lost	make/made
meet/met	pay/paid	run/ran
read/read	see/saw	sell/sold
send/sent	speak/spoke	spend/spent
send/sent	speak/spoke	spend/spent
take/took	win/won	write/wrote

The verb be has two past forms: was and were.

BENPOSITIVE

Singular I/he/she/it was Plural we/you/they were

Chris and I were in Scotland at the weekend, and it was very cold!

- → For a full list of irregular past participles, see p. 129.
- We use the past simple for finished past actions: Liz lived in Madrid for two years, She had a fantastic time there. (Liz doesn't live in Madrid now.)

When Mike was a child, he spent every summer holiday in Comwall. (Mike isn't a child now.)

- 5 We often use expressions for a finished time with the past simple to talk about when things happened in the past:
 - I lost my watch last week, but I found it in the bathroom this morning. Josie phoned about ten minutes ago.
- 6 We use the past simple to talk about recent actions in finished time periods, to talk about our past, to tell stories and to talk about history.
 - → For past simple negatives and questions, see p. 24.

Grammar in action

- 1 We use the **past simple** to talk about recent actions in finished time periods - things we did last week, at the weekend, yesterday or this morning:
 - I went to Brighton last Sunday with Katie. We had a picnic on the beach. It was really nice.
- 2 We use the past simple to tell people about our lives in the past: I studied music at college, and we started a band. We played at parties.
 - We often describe holidays and trips: My brother travelled by bus from Brazil to Chile when he was a student. He spent a month in Santiago and met a lot of interesting people.
- We use the past simple to tell true stories (lists of past actions) about ourselves, our families and friends: I heard a loud noise, so I went downstairs, and I saw a big black dog in the kitchen.

We also tell fictional stories (children's stories and novels): A long time ago, an old man lived with his beautiful young daughter in a small house.

Talking about things we did last week

Tim and Greta meet at the photocopier at work. Make forms of the past simple.

GRETA Did you have a good weekend, Tim?

Not bad, thanks. My prother and non fearr rea (My brother and his TIM wife/arrive) from Scotland on Friday evening, and (they/stay) with us until Sunday lunchtime.

Really? What did you do?	
Not much, 2 (We/talk) a	lot, of course, and3
(we/see) a film on Saturday night. Then	⁴ (we/eat) at that
French restaurant, 'Serge's'. What about you	u? Did you have a good weekend?
Yes, f (it/be) OK, thanks	6 ⁶ (I/go) into
town on Saturday morning and	
	¹¹ (I/take) it easy.
Well, you need a rest now and again.	
	Really? What did you do? Not much^2 (We/talk) a (we/see) a film on Saturday night. Then French restaurant, 'Serge's'. What about you Yes,

Telling people about a holiday

In this email message, choose the right verb, and make forms of the past simple.

```
Hi Ed.
Thanks for your message. I think you're working too hard. You need a long holiday. Last year, Barry,
the kids and I__Spent_0 (spend/live) four weeks in Cornwall. It 1 (have/be)
great! We ..... 2 (find/stay) a really nice little house near the sea. We
                                                                             3 (go/get)
                                                                            5 (cook/clean)
for walks, and we
                    4 (buy/make) food from the local farms. We
dinner at home most nights, we
                                       6 (read/look) books instead of watching TV, and the
kids
             7 (run/play) games in the garden. It rained sometimes, of course, but we
                          9 (take/watch) a few photos the day before we
(spend/enjoy) every day. I
(leave/miss). I'll send you them, and give you the address of the house!
Best wishes, Stephanie
```

Teiling true stories about our family

Graham is writing about his Italian grandfather. Add these verbs in the past simple form:

wake stay wear lose tell go marry come sell spend catch become drink

My grandfather, Alfredo, borrowed £70 and __went__0 to Egypt when he was twenty. He wanted to make money. He studied Arabic. He __________1 Arabic clothes. He spoke to the old men in the markets. He ______2 tea with them. When he was hungry, he ³ fish. Sometimes he washed dishes in restaurants. Then one day an old man ⁴ him to buy coffee. He travelled about, and bought all the coffee he could find 5 about £50. Then he waited. The following year, 1947, the from farmers. He . price of coffee increased by 200%. So he 6 his coffee and made his first profit. After that, he worked hard. He _______ every morning at 6 a.m. He bought things my grandmother, the daughter of an Egyptian farmer. He 11 in Egypt for another 15 years. Then he returned to Italy with my grandmother and a baby son, my was born.

efore your align make sure you know the meaning of that three business words to borrow, a profit

Past simple We didn't go; did they see?

7 Look at this dialogue:

Did you see Stella yesterday? ~ No, she didn't come to college.

8 We make the negative form of the past simple like this:

subject + did not/didn't + verb

I didn't go to the game.

NEGATIVE

I/you he/she/it we/you/they

did not/didn't wait

9 We normally make the question form of the past simple like this:

resyno que a frons Did + subject + verb

Did I/you/he/she/it/we/you/they write to Tim?

Spiceways many spicemons woods Question word + and + subject + vers

When did I/you/he/she/it/we/you/they arrive?

When did Shakespeare die? (The answer is 1616.)

We must use did/didn't/Did...? with the verb

Did they do their homework? ~ Yes, but they didn't do the dishes.

10 With be, we don't use did not/didn't or Did...?:

BE: NEGATIVE

Singular I/you/he/she/it was not/wasn't in the garden.

You/we/they were not/weren't at home.

BE: QUESTIONS

Singular Was I/you/he/she/it late?

Were you/we/they right? Plural

Grammar in action

We use the past simple to talk about national and world history:

Tony Blair was the British Prime Minister from 1997 to 2007. He won three general elections in 1997, 2001 and 2005.



Sunday evening

Maggie, Dave and Pete are students. Maggie is returning to their flat on Sunday evening. Use the words in brackets to make questions or negative forms.

MAGGIE	I'm back! Hi Dave Dia you fin sh	your essay . "? (you/finish your essay)
DAVE	No, I'm tired today.	¹ (I/not do anything)
	this afternoon.	you see Jenny)
MAGGIE	No,	³. (she/not be at home)
	But I met Joanna, the new American st	udent, in town.
PETE	Oh,	.*? (she/be OK)
MAGGIE		5 (she/not talk very much).
DAVE	6 (y	ou/invite her to our party) next weekend?
MAGGIE		
	Pete?	⁸ (you/make a wonderful dinner) for us?
PETE		rrived at two o'clock with a fantastic new
	TV for the flat.	
MAGGIE	Well, that's kind of them.	(When/they leave?)
PETE	About an hour ago. Do you want a cup	o of coffee, Maggie?
DAVE	Oh.	¹⁰ (I/not get any milk this morning,) Pete.
MAGGIE	Black coffee is fine. What's on TV?	

E Going on holiday

John and Liz are driving to the airport for a two-week holiday. Put the words in brackets in the right order to make questions and negative forms of the past simple. Use capital letters to start your answers.

Dayor ock the front anor, - z (lock/you/the front door, Liz/did)? Yes. definitely. But I didn't make any sandwiches (make/I/any LIZ sandwiches/didn't). NHOL ¹ (forget/you/did)? No, _____² (didn't/l/time/have). We'll get something LIZ at the airport,

3 (your passport/under the bed/was)? JOHN Yes, last night. She's going to feed the cat every day. LIZ 3 (a key/did/you/give her)? Of course. But I forgot one thing. JOHN (didn't/the windows upstairs/check/l). Oh dear. 7 (open/were/they)? No, I closed them. (Later) Are you going to work on holiday this time? LIZ JOHN LIZ Good. We both need a break.



F An accident in the mountains of Iran

Julie is telling Brad about her trip to Iran with two friends. Add these words to the conversation:

broke staved walk have carried was were didn't made arrived what fixed but Hi Julie! Did you have o a good trip? What's wrong BRAD with your leg? I'll tell you. We in Esfahan by train, but we JULIE ² want to spend all our time in the city. BRAD So did you do? We took a taxi one afternoon to the village of Hafeshjan JULIE very friendly. We found a small hotel, and we the night there. And _____6 hotel comfortable? BRAD JULIE Yes, the hotel wasn't the problem. Next morning we started our walk in a forest outside the village. We didn't ⁷ fast, because it was already hot. Soon we saw some rocks and a cave. Then I mistake. I went into the cave. I couldn't see anything, and 9 my foot on a wet rock. I fell and my leg. Jim and Daniel _____ 11 me back to the village. When we got to the hotel, they phoned for a taxi, and they 12 my leg in the hospital in Esfahan!



OVER TO YOU Now go to page 123.

Past continuous I run thing we verent watchings was he eating?

1 Two examples of the past continuous:

I phoned you at nine, but you weren't there.

- ~ Oh. I was driving to work.
- Did you have a good time in Bristol?
- ~ Not really, I was cooking meals all weekend.
- We form the past continuous like this:

PUSHIVE		- 4		
l/he/she/it you/we/they	was were	}	eating	
NEGATIVE				\Rightarrow
I/he/she/it you/we/they	was were	}	eating	
QUESTIONS				
Was I/he/she/it Were you/we/t		}	eating?	

- → For rules on the spelling of -ing forms, see p. 128.
- 3 We use the past continuous to talk about actions in progress around a particular moment in the past: I knocked on your door this morning. ~ Oh, I'm sorry. I didn't hear you, I was sitting in the garden, (NOT I sat in the garden.)

knocked (exact moment) 9 a.m.--11 a.m. (= I was sitting in the garden before and after you knocked.)

Here is another example:

John was working at 12 o' clock last night! (- John was working before (and probably after) 12.)

We don't normally use the past continuous with the verbs like, love, hate, want, know, understand.

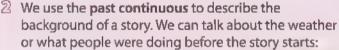
Grammar in action

We use the **past continuous** to describe everyday background actions: to tell or ask people what was happening around a particular moment:

What was Paul doing in the library yesterday morning? ~ He was checking his emails. We were watching TV at about 9 o'clock, and Mike

brought us some sandwiches.

A policeman can ask: What were you doing at 9 o'clock last night?



It was snowing! The boys were happily building a snowman and their mum was looking out of the kitchen window. Then Oliver found some old money...



A Actions around a particular moment in the past (1)

Phil is sending an email from the airport. Add the verbs in the past continuous.

Hi Diana

I'm at the airport, I took a taxi from the flat at midnight. All your old friends were there. When Heft, Patti was naving of (have) a little party in the living room, Lourdes and Tom _______1 (dance). Nick

loud, though, because Giovanni 4 (work) in his room and Jill

...5 (sleep). Anyway, they all send their best wishes to you.

See you soon in Berlin!

Phil

Actions around a particular moment in the past (2)

Boris tells Ron about a visit from an old friend, Look at the phrases in the box. Put the verbs in the past continuous form, and then add the phrases to the conversation.

Lorna/sleep. What/Svetlana/do/in London? No,/she/not work. We/meet/an old friend. | I think/she/joke. | Where/you/go? But/she/not ring/from Moscow. \\\ \text{!/walk/past the station.}

Hello, Boris. How are you? I saw you on Saturday at about 11 o'clock, but I don't RON think you saw me. BORIS Really? Where were you? I was walking past the station. 9 You and Lorna were at the ticket office. RON were respectively. Associated the description of the contract of the property of the contract BORIS We weren't travelling anywhere, actually. It's quite funny really. I was making some tea at about 9 o'clock and3 Suddenly the phone rang. It was my Russian friend, Svetlana. She was spending a few days in London. She's a businesswoman, RON isn't she? Was she meeting people? 5. She was looking for a flat to buy! **BORIS** Wow! She must have lots of money. Did she find anything? RON BORIS Yes. She said that she bought the first flat she saw in Kensington, because it was raining and she didn't have an umbrella.

To loke means to say something funny but not true

Telling a story

Bill and Maria are in Bill's garden. Use the words in brackets to make past continuous question forms for Maria, and past continuous negative forms for Bill.

BILL	I saw a man in the woods last night.
MARIA	What were you doing in the woods? (What/you/do/in the woods?) (you/walk/home?)
BILL	No,² (l/not/go/home.) It was almost midnight. It was raining, and I was looking for Ben, my cat. Then I saw a man.
MARIA	Really? 3 (What/he/do?)
BILL	No,5 (he/not/run.)
MARIA	
BILL	No, he didn't have a dog, and
MARIA	Really?* (he/sleep?)
BILL	No, he was watching me. His eyes were open. (He/not/sleep.)
MARIA	Was he an old man or a young man? 10 (What/he/wear?)
BILL	He was young. He was wearing a very big black hat and he was holding Ben!
MARIA	No! What did you do?
BILL	I ran home and phoned the police. But he wasn't there when they arrived. And my cat came home about an hour later.



Past continuous Past simple and past continuous

4 We sometimes use the past continuous and the past simple together in one sentence:

Barry phoned three times while I was working.

The past continuous (was working) describes background events, and the past simple (phoned) describes interruptions (complete actions that happened during the background event.)

5 When we use the past continuous and the past simple together like this, we often use while or when:

While I was living in Spain, I ate at 9 or 10 o'clock in the evening.

It was snowing when I woke up this morning.

While and when mean the same, but we don't use while for very short actions:

I was walking to work when while I saw Roger in his car.

If you're writing, and you begin a sentence with when or while, put a comma (,) at the end of the first part:

While you were talking to Max, I got an email from Sue.

Grammar in action

We often use the past continuous and the past simple together to describe interruptions at home or at work:

While I was cleaning the house, Kay and Peter came round for a coffee.

I was doing my emails when my boss phoned.



We also use the **past continuous** and the **past simple** together to describe the background and the main actions when we tell our friends about interesting events or news:

I was driving home when I saw a beautiful rainbow in the sky.

I met Nicole while I was shopping this morning.

D Interruptions; interesting events and news

Look at these two email messages. When you see a word in brackets at the end of a sentence, put a number where the missing word should be.

Hi Sean,

I hope you've had a better day than me! It raining hard when I got up, so I didn't go jogging (was = 0). Then, I was having breakfast, my boss phoned (while = 1). He wants me to work tomorrow - Sunday! After breakfast I went upstairs to start my essay for college. I was writing the first sentence when Mike on my door, and said he was feeling really ill (knocked = 2). So I downstairs again and phoned for the doctor, and while we were for her, Mum arrived and said, 'If you're not doing anything this weekend, you can help me paint the kitchen.' (went = 3, waiting = 4).

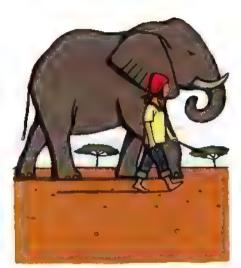
Hi Sharon.

Thanks for your message. I'm sorry about your weekend. Things are going better for me. I buying a new CD in town I saw a really good TV for £150, so I bought it for the flat (was = 5, when = 6). Then I did some shopping and went for a coffee in that new café by the library. While I waiting for my cappuccino, I Julie and she invited me to her party tonight (was = 7, met = 8)! Do you want to come? Charlie will be there. Julie said he had some good news. He looking for a flat, when his brother got a job in America (was = 9). So now he can live in his brother's flat - it's really nice. Anyway, perhaps I'll see you tonight.

E Working with elephants in Africa

We use the past continuous for past activities around a particular moment; and, with the past simple, to describe interruptions or news and interesting events. Lucy is going to Africa for six months. Add these verbs in the past continuous form to the conversation:

do travel not enjoy help look for work get off ABIGAIL Jay says you're going to Africa in September. I know, Abigail. I was working overy hard last month at the office, as usual, but I _______ my job. ABIGAIL Oh dear. Perhaps you need a change. That's right. Anyway, last Friday, while I ______2 to work on LUCY the bus, I saw a poster on the street with some pictures of elephants. People 3 the bus, so I had time to read it. ABIGAIL What did it say? Well, they ______ people to work in East Africa for six LUCY months. ABIGAIL It's called 'Elephant Projects', isn't it? I _______5 the washing-up a few days ago, and I heard an interview with the director. LUCY Really? Yes, you're right. The director 6 a sick elephant one day, and he had the idea of starting 'Elephant Projects'. People go to Africa for six months, and they work on small projects.



Breakfast, a hot afternoon and a small accident

ABIGAIL It's a great idea, Lucy, I'm sure you'll enjoy it.

Jack, Olivia and Marcia are describing what they did yesterday. In each text, you need to change two verbs from the past simple to the past continuous. Cross out the verbs, and rewrite them at the end.

I got up at 7 a.m. as usual. The sun shope. My dad was having a Jack: morning shower. I got dressed and went downstairs to have some breakfast. When I ate, the phone rang. It was Benjamin on his mobile. He ran along Green Street. He said, 1711 be at your house in ten minutes, I normally go to school with Benjamin, While I was waiting for him, my sister came downstairs and put the radio on.

was snining 0

Olivia: afternoon I was working hard all morning, so I went for a walk after lunch. I walked through the park when I met Megan. She sat on the grass. We went to the library together, but it was very busy. Some students were reading, and others were working on the computers. It was very hot, too, so we didn't stay.

I drove home from work at about 6.30 p.m., when I saw a small Marcia: evening accident on the other side of the road. A car stopped quickly and another car hit it. It rained hard at the time. When I got home at about 7 p.m., my husband Oliver was making dinner in the kitchen. I told him about the accident. We had dinner and watched TV until bedtime.

Present perfect I have finished; they've left

- 1 Two examples of the present perfect: Felicity has worked here for ten years. I'm sorry, I've broken this cup. ~ Don't worry.
- 2 We make the present perfect positive like this:

subject + have/has + past participle Sheila has paid the bill.

POSITIVE		
full form	Short for	fan.
I/you have arrived	l've	1
he/she/it has arrived	he's	arrived
we/you/they have arrived	we' ve	J

Note that in speech and informal writing, we usually use the short form.

3 Regular past participles end in -ed:

walk walked	play → played
finish → finished	

For -ed spelling changes (e.g. try/tried), see p. 128.

But many common verbs have irregular past participles. Look at these examples:

do → done	make → made
eat → eaten	find → found
read → read	speak → spoken

- → For a full list of irregular past participles, see p. 129.
- 4 We normally use the present perfect when we think about the past and present together. We use it for past actions that are linked to the present (the result is important now). Look at these examples:

I've lived in this house for 20 years.

This means 'I started to live in this house 20 years ago (past action), and I'm still here now.' (present moment) Tom's lost his watch.

This means Tom lost his watch recently (past action) and he still can't find it now.' (present moment)

With actions that happened a very short time ago, we often use just I've just made some coffee. Do you want a cup?

- 5 We use the present perfect to describe recent past actions that are linked to the present moment, to describe our lives up to now, to talk about personal news and about local, national, or international news.
 - For present perfect negatives and questions, see p. 32.

Grammar in action

We use the present perfect to describe our lives from any time in the past up to now. Here two people are talking about past holidays: I've been to Portugal and Spain. ~ Grea's visited Seville twice and he says it's wonderful.



2 We use the present perfect when we tell someone about recent past actions that are linked to the present moment. A student can talk about his progress in class:

> I've finished this exercise, and Jack and I have just discussed our answers.

We use the present perfect to talk about personal news. Here, we're telling a friend about our family: Serena's bought a holiday flat in Spain, Mike's moved to Scotland and I've got a new job in London!

Describing our lives

This is Lewis' first day at work for a small charity in South Africa. Lisa, his boss, is introducing Lewis to his new colleagues. Choose the right verb, and make short forms of the present perfect.

LISA Good morning, everyone! This is Lewis, our new worker. Lewis, this is our small but fantastic team! First, here's Kate. She 1 2 reea (spend/work) here 1 (send/have) thousands of emails for us, for two years. She and she speaks French, Spanish and Dutch. Very useful.

KATE Hi, Lewis, I'm sure you'll enjoy it here. I the world, but South Africa is the best!

2 (live/know) all over

LISA	And this is Tony. He
	and Kenya. He
	too. If you have any questions about Africa, ask Tony. And Kate and Tony
	s (talk/meet) Nelson Mandela!
TONY	He's a great guy, Lewis. He
LISA	And the final member of the team is Anya. She / (be/come)
	to New York and London several times to talk to other charities. And she
	" (make/speak) at least a million telephone calls for us in the
	last three years!
ANYA	And I've just made some coffee, too. Would you like some, Lewis?

Things that have happened today

Vincent and Brian are at the zoo with Vincent's son Sam, and Brian's daughters, Josie and Stella. Sophie, Brian's wife, rings from home. Make short forms of the present perfect from the words in the brackets.

BRIAN Hi, Sophie. We're at the zoo now. We've just had a (We/just/have) coffee and cakes. _____1 (The kids/see) the giraffes, the crocodiles and the elephants. SOPHIE Are they enjoying themselves? BRIAN Oh yes. Stella's using her new camera. 2 (She/take) 3 (she/lose) lots of photos. Josie is OK, but her blue teddy bear. We may find it later. Oh, and Sam ate too much cake. 4 (He/just/be) sick. What about you? SOPHIE Me? I'm all right. 5 (I/do) guite a lot of work. 6 (I/write) six or seven pages of my report, and 7 (I/speak) to Phil at the office. Things are going OK. BRIAN Good, Well. 8 (Vincent/just/pay) the bill. and 9 (Josie and Stella/run) out of the café,





Personal news

Baz is spending a month in Thailand, and Bart is emailing him news about their flatmates. Add the following verbs in the present perfect form:

buy write have win go start break leave

so I think it's time to see the monkeys. Bye!

How are you? I hope things are going well in Bangkok. I've got some bad news, I'm afraid. Christine 's had ____ o an accident on her bike. She ______1 her leg. Scott _____2 the flat and he to New Zealand. So we need a new flatmate, But Susie is fine. She's doing well at work, and she ______4 a new car - a red sports car, this time. Omar5 £1000 for a photo of his sister's baby! Finally, I _________ 6 my new evening course at college, and I _______ my first essay. Studying after work is not very nice! All the best. Bart



Present perfect

He hasn't arrived; has he gone?; ever, never

6 Look at these examples:

I haven't done any work today. Have you seen Clare this morning?

7 We make the present perfect negative like this:

NEGATIVE Full form	Showt form
1/you have not seen	l haven't
he/she/it has not seen	he hasn't
we/you/they have not seen	we haven't

8 We make present perfect questions like this:

QUESTION	15	-	
Have Has Have	l/you he/she/it we/you/they	}	eaten?

9 Ever and never

We often use ever when we're asking questions about people's lives:

Have you ever been to Australia?

We sometimes use never instead of the negative form to make the meaning stronger:

I've never played golf in my life.

We put ever and never before the past participle.

10 Gone and been

When we say 'Joanna's been to London,' we mean 'she was in London, but now she is back at home."

When we say 'Joanna's gone to London,' we mean 'she is in London now."

Grammar in action

4 We use the present perfect to talk about local, national and international news:

> Catherine Ndereba has won the gold medal for Kenya for the third time and has run 1500m in a new world-record time!



We can use the present perfect when we tell someone what we haven't done or what hasn't happened in the time up to now.

> The rain hasn't stopped today, so I haven't been to the shops and Dad hasn't done the gardening.

We can also ask questions about events in the time up to now. Here, we're asking a friend about their week: Have you been to the gym this week? Has Steve phoned? Have your parents emailed you?

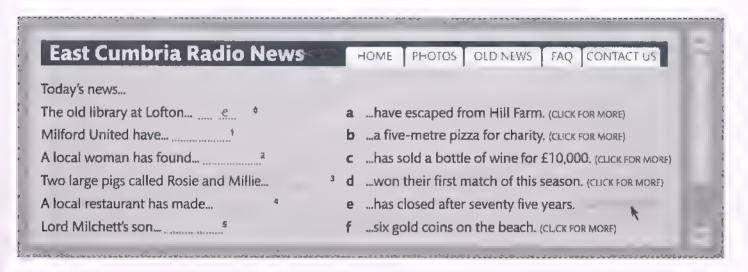
A holiday in Greece

We use the present perfect to talk and ask about things in the time up to now. Make questions and negative forms in this telephone conversation.

MINA GILL	Hi Gill. Has Anne phoned you? (Anne/phone/you?) No. I'm bored, actually. Anne hasn't phoned me (Anne/not phone/me), and (Steve/not email/his new photos)
	and, of course,2 (I/not do/my homework.)
MINA	Oh dear3 (you/eat?)
GILL	Yes. I had a horrible sandwich. What about you? (you/talk/to Luke?)
MINA	No5 (He/not/finish work.) And there's nothing on TV except a film called <i>Cold Days In Stockholm</i> . 6 (you/ever/see/it?)
GILL	No, but there is some good news, actually. 7 (Steve/speak/to you about a holiday in Greece?) His parents have bought a house there.
MINA	Wow! B (I/never/be/to Greece.) I'm sure it's lovely. 9 (you/see/any photos of the house?)
GILL	No. His parents bought it six months ago, and 10 (Steve/not be/there.)
MINA	Well, a holiday in Greece is a great idea. Talk to you tomorrow, Gill.

The news from East Cumbria

Look at the website for East Cumbria Radio News. Match the beginnings and endings of local news stories.



Returning from a business trip

We use the present perfect to talk about recent actions, our lives and news linked to the present. Toby has just come back from Thailand, and is making phone calls to a restaurant and to his wife's sister.

(i) Add the following words to his telephone messages. Note that there is one extra word:

returned have gone been just made ever never (1) Hello. It's Toby Daw here. I've 1051 • seen the name of your restaurant on my bank statement, but I've 1 eaten at the Country Kitchen. I've 2 to my bank this morning. They told me to phone you. Have you 3 a mistake? The date of the meal was 17 December and the price was £64. Please ring me back on 960123. (2) Hi Karen. It's Toby here. I've just ________ from Thailand. Have you ______ to Bangkok? It's a really interesting city. Anyway, 6 you seen Diana? She isn't work or at home. Bye for now!

While Toby is out, the restaurant and Karen both phone back.

- (ii) Find four more mistakes in their messages, and rewrite them correctly at the end.
- (3) Hi Toby. Karen here, I've just listen to your message. Diana isn't at home because she's been to London. Mum is ill, I'm afraid. We tried to phone you lots of times. Has you lost your mobile again? Ring me back.
- (4) Good afternoon, Mr Daw. This is Brian Hart from the Country Kitchen. We haven't make a mistake, I'm afraid. Someone used your card and your name on 17 December. I am just spoken to our manager, Greg Turner. He says you must contact your bank again.

1 stenedo

OVER TO YOU Now go to page 123.

A bank statement is printed information ann pear bank aless MINISTER PRODUCTION

Past simple and present perfect

The same of the sa

- 1 for recent actions in finished time periods: Susie phoned for a taxi and left the party at 10 p.m. yesterday.
- 2 to tell people about our lives in the past: I went to Florida in 2007. The sun shone all the time.
- 3 to tell stories about the past:
 Sal met Joe at college, but then she moved to China, and Joe didn't hear from her again until 2006.
- 4 to talk about history: The Queen's father, George VI, died in 1952. Use with: yesterday, two years ago, in 1976, at school
- 1 for recent actions with a present focus: Paul hasn't phoned, and Susie has just left.
- 2 to describe our lives up to now: Have you ever been to America?

الحمانيس فيستسمس ومحط فسيه وما

- 3 to talk about recent personal news: Have you heard about Sal? She's moved house and she's had a baby.
- 4 to report local, national and international news: The actor Michael Stage has died. Use with: just, ever, never

Grammar in action

We use the **past simple** to talk about the things we did recently in **finished time periods** – last week, at the weekend, or yesterday:

Steve went shopping yesterday. He bought ten new CDs and two pairs of trainers! (we're giving information about a past event.)

We can use the **present perfect** to tell people about things we've done recently too, but all these things have a **present focus**: we're thinking about the past and the present together.

The Queen has gone to Canada. (= the Queen is in Canada now.) I've just finished my college project. I've bought a DVD to celebrate! We use the past simple to talk about things we did in the past. This might be when we were young, or at work, or on holiday:

My parents lived in Australia for ten years. I didn't see Joshua at the office.
Did you play football at school?

We use the **present perfect** to describe and ask about our lives **up to now**. We can talk about the places we've visited, our jobs, and free time activities:

Henry has lived here since May. Have you ever seen a tiger? I've played tennis all my life. I love it!

We often use the present perfect and then the past simple. We use the past simple when we give more details or information:

Have you ever been to India? ~ Yes, I have. I visited Goa last November.

I've lost my glasses. I put them on the table ten minutes ago.

James has passed his exam. He got 80%.

A Actions in finished periods, and actions with a present focus

Sara and Aisha, on a business trip, are meeting for breakfast in their hotel. Circle the correct verb phrases.

ARA Hi Aisha. How are you' I've started breakfast. I started breakfast. I hope that's OK. I've phoned Clare I phoned Clare i five minutes ago, but she's still in her bedroom. She's lost / She lost 2 her new watch.

AISHA Oh no. I hope she finds it. Her husband has given / Her husband gave 3 it to her for her birthday last month, didn't he?

SARA That's right. Anyway, what have you done / what did you do 4 yesterday evening?

AISHA I have met / I met 5 Karl and Franco, and we had a pizza together. What about you?

SARA I have gone / I went 6 to bed early. I was a bit tired. Are you hungry?

I've just asked / I just asked 7 the waiter for some eggs. What about you?

AISHA No, thanks. I'll just have coffee and toast. Have you spoken / Did you speak * to Joe today?

Yes. I have seen / I saw 9 him on the stairs half an hour ago. Why? SARA

AISHA He's bought / He bought 10 another phone, and I don't have his new number.

We'll see him later. Here are my eggs, anyway, and there's Clare, by the door. SARA

Talking about the past, and describing our lives (1) B

Read Keiko's letter, and put the verbs in the past simple or present perfect form. Use short forms if possible.

Dear Sir/Madam,	
I've seen o (see) your advertisement in 'Metro'. Please wo	ould you send me an application form for
the Saturday job in the Oxfam shop on Parsons Lane?	'
I (work) in shops before. Last year, for example	e, I ² (spend) two months
in my uncle's shoe shop in Kyoto, and when I	(be) at school, I (sell)
fruit and vegetables on a Saturday market. I	ive) in London for six months now.
I6 (start) a short course in Business at a local col	llege, and I'll be in UK until September.
I , 7 (pass) all my English exams at university last;	year in Japan, and I 8 (use)
PCs all my life. I also like talking to people and helping them. I look	forward to hearing from you.
Yours faithfully,	
Keiko Tachibana	

Talking about the past, and describing our lives (2)

David works for an international bank in London. He's meeting his boss. Put the verb phrases in the past simple or present perfect forms. Use short forms if possible. Make questions when you see a question mark (?).

ALISON Hello, David. Have a seat. You've worked a (you/work) for us for three years now, and you're doing a good job, but my secretary says you want to go to the Boston office. ______1 (you/spend) much time abroad, David?

. 2 (I/live) in Australia for a few years when I was a child. ______ 3 (My parents/return) to England in 1990. But 4 (I/not/work) abroad. I'd really like to.

ALISON And ________ (you/visit) America on holiday?

DAVID

DAVID Oh yes._____⁶ (I/be) there twice.____⁷ (I/go) to Florida on a school trip in 1995, and 8 (I/travel) in New England in 2000 when I was at college. I loved it.

DAVID Yes, 10 (we/stay) there for a couple of days. It's a great city.

ALISON And 11 (you/talk) to your wife about going to Boston?

DAVID Yes. Fay is a writer, so she can do her work anywhere. She'd like to spend some time in Boston.

ALISON OK, David. I'll talk to the Boston manager tomorrow morning.

Past simple and present perfect Finished time or just, ever, and never

1 We often use expressions for a finished time with the past simple:

> last month last year last Thursday etc. ten minutes ago a few days ago a year ago etc. in October in the summer in 2002 etc. at the weekend at Christmas at Easter etc.

or place expressions:

on the street in town in Manchester in a café at college at the station at Greg's house etc.

I had a meal with my uncle a month ago. Francesca met me at the station.

With this morning, today, this month, etc., we normally use the present perfect if the period is not finished. At 11 a.m., for example, we say, 'Have you worked hard this morning?' but at 3 p.m., we say 'Did you work hard this morning?'

2 Just, ever and never

When we use the present perfect for recent activities, we often use just (= a moment ago): I'm sorry, Henry's just left. Can I help you?

When we're talking about our lives, we sometimes use ever (= at any time) or never (= not at any time):

Have you ever worked in America? I've never eaten rabbit or snake.

We put just, ever and never between have/has and the past participle.

Grammar in action

We use the past simple to talk about lists of past

Martin left his job, sold his house and travelled across India for six months!

We use the present perfect to talk about recent personal news:

Chrissie has left her job at the bank. She wants to do something different.

We use the past simple to talk about national and world history:

> Explorers found the Titanic in 1985. The Beatles sang their first songs at the Cavern Club in Liverpool.

We use the present perfect to talk about local, national and international news:

> A woman from Liverpool has found £100,000 in her garden! U2 have played at Wembley.





D A village website

We use the past simple for stories and history, and we use the present perfect for personal, local and national news. Cross out six wrong verb forms in this village website and rewrite them.

	tact us Links
Home page highlights news and history click for the full story	
Exactly a hundred years ago, Jean Marais has travelled from Poire to Paris, and, a year later,	trave ,eqo
he opened his first cigar shop. Between 1910 and 1940, he has sold a million cigars to Parisians!	1
90 year-old Colette Duboeuf bought a car, and she has just had her first lesson!	2
The French President sang a song with local schoolchildren when he has visited Poire in 1962.	, 3
Mme Chamot's son returned from Africa, and he has brought his new wife, Adela. Her son,	
Christophe, left the village two years ago, and has gone to Kenya.	5
In 1975, the American actor Hal Brown has bought a house in Poire. He lived here for ten years.	6

A holiday friend

Michael is emailing Holly about his holiday in France, Fill the spaces with these words:

ago ever in in just last last never

Hi Holly, I saw this great film __last__ o week about Peru. Have you been to South America? I'd love to go there. We've France again, but I really want to travel to Asia or Africa or Brazil. I've the campsite ______ France. He left his country two years to find work. His father became sick 6 2005, so now Abdou sends money home. He found work 7 month in the campsite restaurant, I've got his email address, so we'll keep in touch. Hope you're well, Holly. Regards. Michael

To keep in touch means to speak or equilariy.

Lunch in a Yorkshire garden

Ai-Li, from China, is staying with an English family (Susi and Chris, and their daughter, Keira). It's Sunday, and they're finishing lunch in the garden. Put the verbs in the past simple or the present perfect. Use short forms if possible.

CHRIS I've just made (just/make) some tea, Ai-Li. Would you like a cup? No, thanks. I _______ (have) four cups today. Can I have some water, please? Al-LI Of course you can. We drink too much tea in this house, Ai-Li. 2 SUSI (you/have) a good day yesterday? I'm sorry I3 (not/be) here. I'm so busy at work at the moment. Great, thanks. Keira ________ (show) me the shops in Harrogate in the morning. Al-LI And in the afternoon, Dad _____ 5 (drive) us to the Scarecrow Festival KEIRA in Kettlewell. It was amazing! I _____6 (never/see) so many scarecrows. Al-Li SUSI when he was a young man. We ______ * (not/see) him for a long time, Mum. Is he OK? KEIRA Yes, he's fine. He ______ (just/buy) a new car, so I'm sure he'll visit us more SUSI often now. Do you see your grandparents sometimes, Ai-Li? AI-LI Every week. They live close by. ______10 (you/ever/be) to China, Mrs Bell? SUSI But I (not/be) to Beijing or Shanghai or the rest of China.



OVER TO YOU Now go to page 123.

The future with going to Things we have decided to do

Some examples of the future with going to (be going to + verb):

I'm going to buy a new TV.

Look out! You're going to burn that toast!

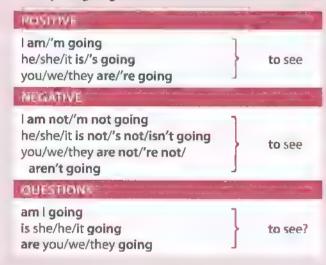
Where are we going to meet tonight?

She isn't going to win this time.

2 To form the future with going to we use:

present continuous form of go + to + verb

They are going to win.



3 We normally use the short forms of be:

I'm going to phone Penny.

They're going drive to Manchester.

4 We use the future with going to to talk about our plans or intentions. If, for example, a friend says 'I'm going to find a new job,' then she's decided that she wants a new job, but she probably hasn't started looking yet.

We sometimes use **going to** with the verb **go**:
I'm going to go home soon and then I'm
going to go to the cinema this evening.

Grammar in action

- We can use the future with going to to talk about things we've decided to do in our free time:
 - We're going to have a picnic in the park this afternoon. Would you like to come?



- We can use the future with **going to** to talk about things we've decided to do around the house:

 I'm going to paint my bedroom this weekend.

 What are you going to cook tonight?
- We can use the future with going to to talk about our plans at college or at work:

I'm going to do a project on whales. We're going to open a new shop in Leeds.



A Talking about things we've decided to do in our free time

Lily and Ethan are on holiday with their friends, Jamie and Ella. Put the words in the right order to form the future with *going to*. Use capital letters where necessary.

LILY	what we 10 30 mg to do _0 (you/to/are/what/going/do) today, guys?
JAMIE	(to/a swim/going/have/l'm)
	before breakfast. What about you, Ethan?
ETHAN	² (get/l'm/to/going) an English newspaper.
LILY	3 (an English paper/to/going/
	buy/aren't/you) every day, are you Ethan? We're in Italy now!
ELLA	^ (are/spend/Jamie and I/the
	morning/to/going) on the beach, Lily. We need a rest.
LILY	That's fine. 5 (some shopping/do/to/
	Lily and I/going/are) before lunch. We want to get some presents for our families.
JAMIE	
	to) in the afternoon, Ethan. There's a little fishing village about twenty kilometres
	away. Do you want to come?

ETHAN	Perhaps.	⁷ (going/what/do/
	are/you/to) in the afternoon, Lily?	
LILY	***************************************	*(to/not/cycling/l'm/going/go)
	with you, I'll probably read my book.	

Talking about the things we've decided to do around the house

Ryan is emailing Daisy, Look at the picture on the right, and then add these phrases to his message, using short forms of the future with going to:

I/vacuum the carpet I/clean the windows I/cut the grass I/do some work around the house I/wash the bath I/put some old suitcases I/tidy my clothes

```
Thanks for your message. Yes, I can come to dinner on Sunday evening.
I'm looking forward to it, because I'm going to do some work around
the no se o today and tomorrow. First
     <sup>1</sup> in the attic. Then
in the bedroom. Next
                                           3 in the
bathroom. Then ______ outside. After lunch,
in the living room. Finally, on Sunday
morning, 6 in the garden. So I'll be ready
to relax on Sunday evening!
Love, Ryan
```

Talking about our plans after leaving college

Harry and Jessica are having a coffee at college. They're taking their final exams this month. Use positive, negative and question forms of the future with going to to complete their conversation. Use short forms if possible.

```
JESSICA Are you go ng to study (you/study) all weekend, Harry?
HARRY No. _______ (I/not work) on Sunday, I need some fresh air.
       2 (I/go) to the seaside with Abigail. Do you want to come?
JESSICA I can't. I've got an exam on Monday morning. But
                                                            3 (1/
       spend) two or three weeks in Spain in the summer. What about you?
       4 (you/have) a holiday?
HARRY
       JESSICA And ______6 (what/you/do) after that?
       Well, I've got a job in London, but _________ (Abigail/stay) in America
HARRY
       with her mother's family for six months. What about you?
JESSICA B (I/not look) for work in the UK immediately. Amy and I want
       to go abroad. ________ (We/teach) English in Shanghai for a year.
HARRY
      That's a good idea, I'm sure it's a really interesting place to see.
```



The future with going to **Predictions**

5 We use going to when something that we can see now makes us think that an event is sure to happen: Look at the time! You're going to miss your train. (When we look at the clock, the time helps us to predict that we're going to be too late for the train.)

If the car park near town is almost full, we can say: It's going to be busy in town today.

- Or, if our team is playing badly, we can say: We're going to lose the match.
- 6 We use the negative form to talk about things which probably aren't going to happen: It's 8 o' clock. We **aren't going to find** a present for her now.
- 7 And we can ask questions about the future: Is it going to be windy today?

Grammar in action

4 We use going to to predict the future using information that we can see around us now. We can make predictions about the weather or the actions of other people:

> Look at the clouds! It's going to rain. She's going to sleep well tonight! That dog looks really angry. It's going to attack her!



D What's going to happen?

This is a street in Bristol. Make sentences using forms of going to.

She/break/her leg! Careful! The traffic lights/change The old man win again. It bera hot afternoon. They/make/a mess you, nave/an ice cream?

They're going to make a mess



E Talking to a friend in the park

We use going to to talk about our plans, and to predict the future. Ruby and Emma are sitting on a park bench. Add the words in brackets and the going to form of one of these verbs:

say do do spend go work cook meet get up RUBY What are you going to do (you) at the weekend? morning. Then on Saturday evening _______2 (I) Daniel's sister for the first time. Normally she lives in New Zealand, but she's staying in England for a couple of weeks. What about you, Ruby? I'm a bit tired, so ______3 (I, not) anything on Saturday. But on Sunday morning, ______4 (I) early, if I can. I want to go to the market. RUBY⁵ (you) with Grace and Lucy? **EMMA** 6 (We) dinner on Sunday evening for RUBY No, only Grace. Grace's mum, so we'll try to get something good to eat at the market. 7 (Lucy) the weekend with one of her friends in Brighton or EMMA That's nice. Ruby, do you see that man? What's he doing? He's coming towards us. I think ^B (he) something. RUBY Excuse me, I've lost my dog. She's small and black. Have you seen her anywhere? MAN

er two people of more, usually made of wood

New Year blog

Nathan writes a blog every week about his family and friends. This is the beginning of his first blog in January. To make the text correct, add the following words:

are be you going not to do is

My brother Luke and I have got plans, of course, for the New Year. First, we're both to learn Chinese, because China is now the most important country in the world. In fact, I'm going to fly to Beijing, if I can find the money. Luke is going visit Mr Xu at our local Chinese restaurant, Hot Wok, to get some information about China. Next, we're going to paint our bedroom. The walls going to be green and red, and the ceiling is going to dark blue with stars, like the sky at night. Luke going to talk to Dad about this. Finally, I'm going to better at school. I'm going to work harder, because I work hard enough already - I'm going to use a new system, called the 'System of Seven': I'm going to learn seven new things every day, and write them down in a special book. Are going to do anything interesting this year? Send me an email.

OVER TO YOU Now go to page 123.

The future with will and shall Will: predictions, decisions, and offers

- 1 Some examples of the future with will and shall: Where's Jo? ~ I don't know. I'll give her a ring. Do you think it will rain this evening? Shall we wait for them, or shall we go in?
- 2 To form the future with will we use:

will/II + verb

We will help them.

POSITIVE		
I/he/she/it/we/you/they	will/'ll talk	to Sam.
hBGAIINE		
l/he/she/it etc.	will not/ won't talk	to Sam.
QUESTIONS		
Will I/he/she/it etc.	talk	to Sam.

We can put a question word before will: When will you talk to Sam?

3 We use will to talk about the future in general. Normally we say what we think will happen: She'll do very well in her exam tomorrow. That's a very big pizza. You won't finish it! Will they stay in London all week?

Sometimes we say what we know will happen: Ben will be eighteen next month.

We use will to make quick decisions and offers: What would you like? ~ I'll have a tea, please. I'm just going to the shops. ~ OK, Tom will drive you. 5 We sometimes use I think/don't think with will: I think she'll ring tonight. I don't think they'll win today.

And when we want someone's opinion, the question form with you is very common:

Do you think it will rain? Do you think Adam will come with us?

We also use I'm sure with will or won't: I'm sure they won't stay long.

Another way of saying 'goodbye' informally is I'll see you later or See you later.

Grammar in action

1 We use will to say what we think or know about future events in our personal and work lives:

I'll be busy at work this week. The tickets won't arrive today. Will Molly take a taxi to the station?



We use will to make quick decisions and offers in social situations:

You look tired. I'll make you a cup of coffee.

Is that the phone? ~ I'll answer it. We'll help you with the washing-up.



Saying what we think or know about the future

(I'm sure/you/do/well.)

Lauren has a job interview later this morning. Her friend James phones her. Add short forms of will to make positive and negative sentences and questions.

JAMES	Perhaps I can meet you for lunch.	^o (When/the interview/finish?)
LAUREN JAMES	I don't know.	1 (I think/it/last/about an hour.)
JAME2	We could meet at 'Alonso's'. (It/not be/busy/at that time, Lauren.) The	² (You/finish/at twelve.)
LAUREN	That's fine.	ii lish is really tresti.
JAMES	Are you feeling OK about the interview?	
LAUREN	I'm not sure.	4 (Do you think/
	they/ask me/about my year in Africa?)	
JAMES	Yes, I think so. Don't worry.	5

LAUREN I hope so. 6 (When/you/get the result?) **JAMES** ⁷ (They/tell/me/at the end of LAUREN the interview.) JAMES OK, Good luck, then, Lauren, I'll see you later.

Ouick decisions and offers in social situations

Adam and Emily are meeting Carmen, a Spanish friend, at a restaurant. Add these phrases to their conversation:

Adam will fix it I'll open I'll have a glass we'll have a bottle I'll take we'll drive I'll order I'll bring

I'll take vour jacket, Emily. Can you see Carmen? Here we are. ADAM Yes. She's here by the window. Hi, Carmen! How are you? **EMILY** CARMEN Fine thanks, Emily, though it's a bit hot in here. ¹ this window. Is that better? **EMILY** Did you find the restaurant easily? ADAM CARMEN Actually, I got lost, Adam. It's a long way by bus. Don't worry, ______² you home afterwards. **EMILY** Good evening. Welcome to 'Mildred's'. Would you like some drinks? WAITER ³ of still water, please. CARMEN And 4 of white wine. **EMILY** 5 the wine list. WAITER Of course. So, Carmen, how's life? ADAM CARMEN Not bad, thanks. My flat is OK, but my car won't start. That's why I came by bus. Don't worry. 6 for you. You love fixing cars, don't you, darling? EMILY ⁷ some starters. What would you both like? ADAM

Restaurant words You can order still water (without gas) or sparkling water and the colon A first course is allect autoria

Future events, and making offers

Read this email from Veronica to her friend Mary. Put'/ in the seven places where the word will is missing.

Hi Mary

I'm so sorry to hear about the flood in Gloucester, and to see the photo of your house. They say the weather / get better on Thursday and Friday. I hope so, but life be difficult for you in the next few days. I saw the Prime Minister on TV in Gloucester yesterday, but you get any help from the government? They need to spend more money. I'm sure we see more floods in the UK in the future. Anyway, I listened to the news this morning. The roads near you be OK at the weekend, so Tom and I come over on Saturday morning. We help you to clean your floors, and Tom buy us all some fish and chips on Saturday night!

Love and best wishes.

Veronica

Future with will and shall Shall: suggestions and offers

6 We normally use shall in questions:

Shall we take a taxi? Where shall I put my coat? Shall I get you a glass of water?

7 We form questions with shall like this:

(question word) + shall + I/we + verb

Shall we see a film? When shall I meet you?

8 We use shall I/shall we to make suggestions, and to find out what people think about them:

Shall we have a cup of coffee? ~ That's a good idea. You look tired. **Shall I drive**?

9 We use Shall I to make polite offers: Shall I take your bag?

It's quite cold outside today. Shall I get you a jumper?

Grammar in action

We often use questions with shall I/shall we to make suggestions when we're at home or going out with friends or family:

Shall we take a boat on the lake? Shall I book a table at 'Franco's'? Which film shall we see?

We often use Shall I to make polite offers when we're at home with guests:

> Shall I make some sandwiches? Shall I get you some ice? Shall I call a taxi for you?





D Suggestions in town; polite offers at home

Hannah and Anton are meeting Colette and Vincent at the station. Use shall and these words to complete the conversation:

I/drive we/have I/put

ANTON	Colette, Vincent! Good to see you! Shall I put o your suitcases in the car?
COLETTE	Thanks very much. How are you both? We haven't seen you for such a long time!
HANNAH	We're fine, thanks. Are you hungry?
VINCENT	That would be great. We didn't have any lunch.
ANTON	Excellent! us to that restaurant by the river, Hannah?
HANNAH	The Italian place? Why not? It's very friendly there.

(Later, in the car.)

we/get we/park

VINCENT	This is a new car, Anton. It's very nice.
ANTON	Thanks, Vincent. I bought it last month.
HANNAH	here, darling? We can walk along the river.
ANTON	I know it's cold, but some fresh air for ten minutes?
	TI -/- I: I

COLETTE That's a good idea.

(Later, at Hannah and Anton's house, after the restaurant.)

1/take 1/make

HANNAH	Come in and have a seat
COLETTE	Thanks, It's nice and warm in here.
ANTON	⁶ you both some coffee?
VINCENT	Tea for me, please. I never sleep after coffee.
COLETTE	Coffee is fine for me. Vincent, I'm sure I'll sleep tonight. We've had a



Returning from South Africa E

We use will to say what we think or know about the future, and to make quick decisions and offers. We use shall for suggestions and polite offers. David and Linda's daughter, Beth, is coming home to Scotland after eighteen months in South Africa. Add 'II, will or shall to the conversation.

LINDA	Do you think Beth	Will	look for a job in Scotland?	
DAVID	I don't know. She didn't	ne didn't say very much to me on the phone. I think she		
	² be			
LINDA			3 I make some dinner for her?	
DAVID	* sh	e want dinner?	It's almost 10 o' clock.	
	2 lX	nake her a sand	wich, if she's hungry.	
LINDA	OK	⁶ we listen to s	ome music? Her train may be late.	
DAVID	She	7 phone if it's v	rery late.	
LINDA	a sh	a she get a taxi from the station? (Someone knocks on the		
	door.) That's her. I	9	go.	
BETH	Hi Mum, Dad!			
LINDA	Beth! How are you, love	7		
BETH	Thanks, Mum, but I		11 carry the big one. It's very heavy.	
DAVID	It's great to see you, Beth	You look well.	¹² we have a cup of tea	

Deciding what to do on a night out by email

Read Mia's email and Alfie's reply. Use the verbs in brackets to form phrases with will or shall.

Hi Alfie	
Shall we go . (we/go) out tomorrow night? Do you want to go to the	
oub or	2
(l/be) busy until 7 p.m., but I could meet you in town afterwards, if you like.	
(you/see) Santiago tomorrow at college? It would	
be nice to meet him again	
5 (I/see) her some time during the day.	

```
Hi Mia
think ______. 7 ('CIA Blues'/be) good. It's a sort of comedy.
  <sup>8</sup> (Santiago/not be) in college tomorrow. He's got an interview
                " (I/call) him in the afternoon, but I'm sure
in London.
                10 (he/stay) in London with his father for a couple of days. Yes,
it would be good to see Katie. By the way, thanks very much for the book. It was
great, I finished it yesterday. 11 (I/bring) it with me tomorrow?
```

o change the subject say something different), we can the phrase by the example in Mia's message to Alfie

Ouestions Yes/No questions; where, when, why, how

- 1 There are two types of question:
 - Yes/No questions, where the answer is Yes or No: Do you eat meat? ~ Yes, I do. Have you seen Holly? ~ No, I haven't.
 - Questions with question words (what, when etc.), where many answers are possible: Where are you from? ~ Cuba/Japan/France etc.
- 2 We make questions with with be, have and modal verbs (e.g. will, shall, can) like this:

(question word) + be/have/modal + subject

Was Dave at home? Where shall we meet? Why has she left?

We make questions with all the other verbs like this:

(question word) + do + subject + verb

When does Tom get up? Did you enjoy the meal? Who did you talk to?

3 Question words (1)

- We use where to ask about places: Where are you going? ~ To Morocco.
- We use when to ask about times and dates: When did you finish work today?
- We use why to ask about reasons/motives: Why was Joan crying? ~ I'm not sure.
- We use how to ask 'in what way?': How are you going to get to Paris? ~ By train.
- We also use how + an adjective/adverb to ask for exact information: How old is your daughter? ~ She's seven. How often have you been to the USA? ~ Twice.

How far did you walk this morning? How many brothers and sisters have you got? How much will it cost? ~ Twenty pounds.

→ For more on question words, see p. 48.

Grammar in action

1 We use why to get extra information about people: Why did you stay at home yesterday? (= I know you were at home, but I'd like more information.)

We use how to get extra information about the way people do things:

How did you get home so quickly? (= I know you got home, but I'd like more information.)

2 We use where and when to get information on places, times and dates. We can use where when we meet people for the first time, or arrive in new places:



Where do you live? ~ Sydney. Where shall we eat tonight?

We can use when to talk about train and plane times. We can also use it to talk about the start of an event or people's routines:

When did your plane arrive? ~ At 8.30 p.m. When do you usually go to bed? ~ About eleven. When are you going to start college?

We use how + an adjective/adverb to get exact information about people's families, and about prices and distances:

> How often do you see your grandparents? How much was that blue jumper in the window?

A Getting extra information

Mike and John are on holiday. Mike stops their car, and they get out. Add How or Why and one more word to the beginning of the questions.

NHOL	Why have "we stopped, Mike?
MIKE	Because I ate a fantastic meal at a restaurant near here three years ago. Come on
JOHN	All right ¹ you walking so fast?
MIKE	The restaurant closes at 3 p.m.
NHOL	² we going to find it, Mike? We haven't got a map.
MIKE	(Fifteen minutes later.) Look, there's a river. We're almost there.
JOHN	³ you know?
MIKE	I remember the river.

JÓHN	you cross the river three years ago?		
MIKE	There was a bridge5 you asking so many questions?		
JOHN	Because we're lost. (<i>He sees a man.</i>) Excuse me, but ⁶ we get to		
	the 'Hungry Bear' restaurant?		
MAN	you want to go there? The restaurant closed two years ago.		

B Arriving in a new place; asking about times and routines

Ingrid is arriving at a yoga centre in Scotland. Put the words in brackets in the right order to make questions, adding where, when or nothing (for Yes/No questions).

```
INGRID Hi. I'm Ingrid. I'm looking for Mrs Miller.
CLARE Oh. She'il be here soon. Where have you come from, Ingrid?
       (come from, Ingrid/you/have)
INGRID Israel. I took a plane today, and then I drove here.
                                            1 (do/begin in the morning/the classes)
CLARE Seven o' clock. Oh dear, You look tired.
       (get up this morning/you/did)
INGRID Five o'clock, so I'm looking forward to my bed.
                                                              3 (l/sleep/going to/am)
CLARE In that brown tepee by the river. It's very comfortable.
                                                  (in a tepee before/slept/you/have)
INGRID No. I haven't, And
                                                                   5 (the bathroom/is)
                                                                        6 (bring/did/a
CLARE In the cottage.
       towel with you/you)
INGRID Yes, I've got two in my bag.
       (will/the other students/meet/l)
CLARE Tomorrow morning. I think they've gone to sleep.
                                                          * (you/did/leave your bag)
INGRID In the car.
                                                        9 (I/go/shall/to my tepee now)
       I can see Mrs Miller tomorrow.
CLARE Yes, that's a good idea.
```



Getting exact information

Katerina is emailing Susi. After the example, add the following words to the message. There is one word that you don't need to use. Use capital letters where necessary.

much old far many is are did going

```
Hi Susi
   Did o you have a good time at the shops?
                                                           1 you at home now? How
                                                                                                 <sup>2</sup> new CDs
          <sup>3</sup> you get? Jess says you're going to go jogging later. That sounds good, but how
              5 to run? I'll come with you, if you're only going to run a couple of miles. By the way, how
      .....6 is your laptop? It's quite new, isn't it? My laptop is OK, but my brother thinks you need to buy a
new one every year! How _____ <sup>7</sup> did you pay for yours? Anyway, it's time to go. I've got some French
homework to do.
Love, Katerina
```

Questions

What, which, who, whose; short answers

4 Question words (2)

We normally use what to ask about things: What's his mobile phone number?

But we prefer to use which, if there is only a small number of possible answers:

which pizza do you want - the big or the little one? ~ The little one. I'm not very hungry.

We normally use who to ask about people: who was Jon speaking to? ~ His sister, I think.

And we use whose to ask who something belongs to: whose coat is this? ~ It's Pete's.

5 Short answers

When we reply to yes/no questions, it's polite to use short answers:

Do you live near college? ~ Yes, I do.

We form short answers by only using the first part of the verb in our reply:

Did you go to the bank? ~ Yes, I did go to the bank.

Does he speak Greek? ~ No, he doesn't speak Greek.

Have you finished? ~ Yes, I have finished.

Will they win? ~ No, they won't win.

Are you hungry? ~ Yes, I am hungry.

Were your exams OK? ~ No, they weren't OK.

Is she leaving? ~ Yes, she is leaving.

Grammar in action

We can use what and which to get information on the things we see around us, in shops, in the street, or in restaurants:

> What is he going to sell? ~ Watches, I think.

We can use what and which to get information about friends and the people we meet:

Which flat will she buy? ~ The one on the top floor.

We normally use who and whose to get more information about people and their possessions:

> Whose bag is this? Who did you know at the party? ~ No one!







D A party in Tokyo

Julie has just started work for an American bank in Tokyo. The bank is having a party, and Julie goes with her husband. Look at the questions people ask her, and give short answers.

0	Do you like Tokyo ~ Yes, lao (yes/l)	
1	Was your flight here comfortable? ~	(yes/it)
2	Are you enjoying the party? ~	(yes/I)
	Does your husband speak any Japanese? ~	(no/he)
4	Have you visited Mount Fuji yet? ~	(no/we)
5	Are you going to visit other parts of Japan? ~	(yes/we)
6	Has your husband met your boss yet? ~	(yes/he)
7	Will you buy a flat in Tokyo? ~	. (no/we)
8	Do you like Japanese food? ~	(yes/l)
9	Do you have any children? ~	(no/we)

At a food market

Anne and Gary and their friends, Pierre and Isabelle, are at a food market. Put the words in the right order. Start your questions with what, which, who, whose or, for yes/ no questions, nothing.

no que	Sciolis, nothing	0.6 (1.5 (1.5 (1.5 (1.5 (1.5 (1.5 (1.5 (1.5
ANNE	Is that Gary over there? Who is he speaking to?	o (speaking to/is/he)
PIERRE	A woman on a stall.	1 (he/buy/to/going/is)
ANNE PIERRE	I don't know.	2
PIENNE	(do/at this market/normally buy/you)	
ANNE	Everything! Look at that lovely bread, for example!	small loaves/I/get/shall)
PIERRE	Yes, that's a good idea.	4
MAN	Hello, darling. (loaves/want/do/you) - the white or the brown ones?	=
ANNE	The white ones, please. (have/lsabelle/seen/you), Pierre? Perhaps I'll give her a rir	ig.
PIERRE ANNE	I spoke to her five minutes ago. Really?	(say/did/she)
VISIAL	Wait a moment, Pierre. There's something on the ground.	(She picks up a phone.) 7 (is/phone/this)
PIERRE	Isabelle's. Oh dear. Excuse me.	_ ⁸ (you/looking for/are)
ANNE	His girlfriend, Isabelle. She's wearing a long white coat. Don't worry. I can see her. She's at the fish stall over there	à



A car journey to North Wales

Linda and Roger are driving their children, Jessica and Marc, to a holiday cottage in North Wales. Put a circle around the correct question words.

LINDA Are you OK, Marc? Which What When/Why did Jessica do?

MARC She ate my chocolate. Where/When/Why/How1 far is the cottage now?

LINDA Fifty miles or so. Who/Why/Whose/How2's got the map?

ROGER I have, I think. Why/What/Where/Who3 did you put my glasses, though?

LINDA What/Which/Whose/Where glasses are you looking for, your sunglasses or your reading glasses?

ROGER My reading glasses, of course, for the map!

LINDA I think they're in the pocket of your jacket, dear.

ROGER Thanks. When/Which/What/Whose⁵ shall we stop for some lunch, Linda?

LINDA In half an hour? Where/Who/Why/How6 were you shouting, Marc?

MARC Jessica took my ball.

ROGER Are you sure? When/Who/How/Whose7 is that ball by the window?

MARC Oh, yes. It's mine. But I'm hungry. Which/What/When/Whose⁸ time is it, Dad?

ROGER Half past eleven.

MARC Are we nearly there?

OVER TO YOU Now go to page 123.



13 Can Ability and possibility

- 1 Here are some examples of can: She can speak French and Arabic. I can't come with you tonight, I'm afraid. Can I have a small black coffee, please?
- We form sentences with can like this:

can + verb

I can see Tom's car.

POSITIVE		
I/he/she/it/we/you/they	can	help.
NEGATIVE		and the second
l/he/she/it/you etc.	cannot/can't	help,
QUESTIONS		
Can I/he/she/it/you etc.	use your pho	ne, please?

We write the negative form cannot as one word, but we use can't when we speak or write informally.

- 3 We use can to talk about our skills (our general abilities): I can sing, but I can't play the piano.
- 4 We sometimes use can with see, hear and smell to talk about things we are able to do right now: Can you see Milly anywhere?
- We use can to talk about things that are (not) possible: We can call a taxi, or we can get a bus.

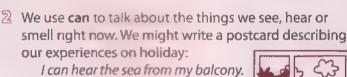
If something very unusual happens, we sometimes say, 'I can't believe it!'

I can't believe it. I've just won a holiday!

Grammar in action

- We use can to talk about our skills. Here we're thinking about people's abilities at work:
 - I know she can do anything on the computer, but can she work with other people?

He can't type quickly but he would like to learn.



I can hear the sea from my balcony.
I can see the beach from my room.
The food at the local market looks
delicious, but I've got a cold - I can't
smell anything.

We use can to talk about the things that are possible or not possible in our daily lives. Here, we're thinking about our plans for the week:

> Can you finish work early tomorrow? I can go to the gym with you on Sunday, but I can't come to the cinema on Wednesday.





A Talking about our skills

Alida from Hungary is spending a month in America with Grace, Ryan and their fiveyear old son, Mickey. Add can in positive, negative or question form to the words in brackets, and complete the conversation.

GRACE	Ryan is going to make some spec		
ALIDA	•	ice salad, but	² (I/not/do)
MICKEY		· ·	
GRACE	Say 'no', Alida, or you'll spend eve	ery day in the garden with Mickey	/.
ALIDA	4 (l/not/play) 5 (l/skate),	basketball or baseball, Mickey, b	ut
MICKEY	On ice? That's fantastic! We've got a new snooker table!	⁶ (you/play) snooker t	oo, Alida?
ALIDA	No. I can't. I'm afraid.		

7 (she/play) the piano, too. That's GRACE Alida can skate, Mickey, and pretty good. * (she/speak) Hungarian and English! MICKEY And

Talking about the things we can see, hear and smell

Amelia and Karen are going to look after Harry's house by the sea while he is in hospital. Put the words in brackets in the right order, and add them to the conversation. Use capital letters where necessary.

KAREN It's dark in here. I can't see anything (anything/I/see/can't). Can you put the light on? AMELIA OK. It's very quiet, Listen. _________ (the sea/hear/can/you)? anywhere? I'd like a cup of tea. AMELIA Shall we have some orange juice? 3 (a lot of/can/ 4 (any cups/can't/l/see) or a kettle old newspapers/see/l), but at the moment. 5 (hear/ KAREN OK, but are you sure we're the only people here? a noise/can/l) in the next room. AMELIA ______6 (I/anything/hear/can't). Perhaps you're tired. KAREN Yes, there's a small black cat here, and it's eating fish from a plate!



Talking about the things that are (not) possible in our daily lives

Sue is emailing Max on Friday evening. Add the words can or can't to these two messages. You will need to add three words to each message.

(i) Hi Max, I tried to speak to you at work today, but you were busy. I know you're working hard right now, but / we meet on Monday evening, perhaps? We could have something to eat. I see you at the weekend, because I'm going to visit my dad in Wales. He's ninety now. He get to the shops every day, so he always has enough to eat, but he do all the jobs around the house. Anyway, email or ring me! Sue

(iii) Hi Sue, Thanks for your message. I see you on Monday evening, because I'm flying to Sweden on business on Monday morning, but thanks for asking me. I do something with you next weekend, though. Do you want to see a film or go for a walk? I know I'm working too hard at the moment, but I stop because this is my first big project, and my boss is watching me! I hope your weekend with your dad is OK. Max

Can Requests, offers, and permission

6 We use can to ask for things (make requests): Can I borrow your pen, please?

We don't use please with offers: I can meet you at the airport, please. Can I help you, please?

We use can to talk about permission and rules (things we must or must not do):
Can we play football here?
You can't eat inside.

Grammar in action

We use can to make simple requests with friends and family. Here a father is talking to his daughter:
* Can you speak to your mother before you leave?

Can you ring me when you get to Paris?

We use can to offer to do things for friends and family. At the end of a meal, you might say:

Can I help you? I can wash up, if

Can I help you? I can wash up, if you like.



We use can in public places like shops, cafés, stations and hotels to make requests and offers: Can we check our email here, please?

I can give you a table by the window, Madam.

We use can to talk about permission and rules. Here is a traveller on a train:

Can I use this ticket at any time? ~ No, you can't, I'm afraid. It's for today only.



D Making requests and offers at a friend's house

James is staying in Hanoi with Tam and Minh. Add these phrases to their conversation:

	an I give them I can take you Can I do anything can you bring Can I help
JAMES	Can you pass me o the rice, please?
TAM	Sure. You need to eat before your journey to the station on my bike in the morning.
JAMES	That's very kind of you, Tam.
MINH	And2 for you to take. The food on the train is terrible!
JAMES	Thank you very much 3 for you while I'm in Ho Chi Minh city?
TAM	Actually, there is something, James. for my sister? I could post them, but it takes a long time.
JAMES	No problem.
TAM	Thanks
JAMES	Of course!
TAM	Well, if you're sure it's no trouble, you're suitcase back from my sister's house? She borrowed it when she moved.
JAMES	It's not a problem. I'm pleased to be able to help.

Making requests and offers at a hotel

James is talking to a member of staff, Tran, in a business hotel in Ho Chi Minh city. Look at the example, and then cross out six more wrong words in the conversation.

TRANG Good evening, sir. Can I can help you?

JAMES Yes, I hope so, Can you I have a single room for two nights, please?

TRANG Of course, sir. I can have give you a room on the top floor, if you like. You'll have a great view!

JAMES That's fine, thanks.

TRANG Can you fill in this form, please?

JAMES Sure. Can I buy pay by credit card?

TRANG Of course, sir, No problem, Can you I see your card now, please?

JAMES Here it is. By the way, is it possible to use the internet here?

TRANG Certainly, sir. The business lounge is on the seventeenth floor. You can check your email there at any time, but you can can't send faxes after 10 p.m. Now, can I show see your passport, please?



In a sports clothes shop in Manchester

We use can to talk about our skills; the things we see and hear; the things that are and aren't possible in our daily lives; and to make requests and offers at home and in public places. Hideo and Lily are talking to an assistant, Adam, in a sports clothes shop in Manchester. Add the following phrases, using capital letters where necessary:

I can I can't can I (x 2) can you (x 3) you can't

ADAM Hi, can l help you? forty-four. ADAM Certainly. ______ 2 bring both sizes if you like. I'll be back in a couple of minutes. HIDEO Thanks. Have you found anything, Lily? Perhaps. ______3 see those ski jackets in the corner? The red ones? LILY HIDEO Sure, but _______ 4 ski? No, but they look good. ________ 5 play football, Hideo, but you LILY sometimes wear a Manchester United shirt, don't you? HIDEO That's true. How much are the jackets? A hundred and fifty quid. don't buy one at the moment, I don't LILY have enough money. But they're having a sale here after Christmas. HIDEO ______7 wait? I suppose so, but it's a hard life, isn't it? LILY

Shop words To try something on: if you want to try clothes or shoes before you buy them, to see if they're right. say 'Can I try thesi ishop are cheape In the UK, shops Christmas and in at other times, too. 1 Some examples of could:

Could you tell me the time, please?
The car's not working, but we could take a taxi.
Ellen couldn't meet us at lunchtime.

2 We form sentences with could like this:

could + verb

We could go to the cinema.

Positivi

Could I/he/she/it/you/we/they use your phone, please?

NEGATIVE

Could I/he/she/it/you etc.

come.

OUESTIONS

Could I/he/she/it/you etc.

say something?

3 Could is the past form of can, but we often use it to make polite requests in present time:

Could I have some water, please? ~ Of course. **Could** you **shut** the door? I'm cold.

Grammar in action

We use **could** to make polite requests in public places. We might ask for directions on the street, or make a request in a restaurant, hotel or bank:

Could you tell me the way to the town centre, please? ~ Yes, of

course. It's straight ahead.



We use **could** to make suggestions when we're deciding what to do. Here, we're thinking about the weekend:

What shall we do this weekend? ~ We could go for a walk by the sea. ~ OK. I could make some sandwiches for a picnic.



We sometimes use could and couldn't to talk about our ability to do things a long time ago:

I could swim ten kilometres when I was at school.

People couldn't go to New York for a weekend when I was a child.



A Making polite requests in public places



PETRA I'm thirsty, Lance. I'm going to get something from this lady.

Could ! have a bottle of water, please? (have/a bottle of water, please)

I/could)

LADY Sure. Here you are. That's 75 cents, please. Are you going anywhere nice?

LANCE Yes. We're going to Ayers Rock, _____ (tell us/to the bus station, please/could/the way/you) I think we turn left here.

LADY Yes, you do. Walk all the way along Spring Street, and then cross Todd River. Bye!

(Later, at the travel centre at the bus station.)

PETRA (we/about the trip/some information/have/to Ayers Rock, please/could)

MAN Of course. We have a special offer at the moment – 98 dollars for a return ticket.

LANCE Excellent.

(a timetable, please/could/us/you/give)
PETRA There's a bus early in the morning, isn't there?

MAN That's right. There's one at seven thirty. Here's the timetable.

LANCE Seven thirty is perfect.

(have/for tomorrow, please?/we/two return tickets/could)



Making suggestions with friends and family

Francesca and Sean are going to spend the weekend in Newquay in Cornwall. The word could is missing from Francesca's email. After the example, put '/' six more times where could is missing.

Hi Sean.

Thanks very much for your message. I'm glad you're free at the weekend. We / drive to Newquay around ten in the morning. It takes about four hours from my house. I bring some sandwiches. We'll be hungry before we get there. In the afternoon we cycle along Watergate Bay, perhaps.

It's beautiful there. You take some fantastic photos with your new camera! Then, in the evening, we eat at 'Mickey's', if you like, the small fish restaurant in Newquay. It's very popular, so I reserve a table before we go. I've booked two rooms at the Sandy Beach Hotel, of course. My friends Dave and Connie stay there every summer. They love it. Then, on Sunday we visit Sheila and Michael. They live in Exeter, on our way home. What do you think?

Best wishes,

Francesca

Talking about our abilities when we were younger

Bill is having coffee with his grandson, Jake, and his old friend, Lewis. Add the following phrases to their conversation, using capital letters where necessary:

you couldn't change some English people could go I could run you could buy we could only stay we couldn't travel I could play all day

How are you, Lewis? You look well. BILL

Really? I played tennis for an hour this morning, and I don't feel well! When I was LEWIS Jake's age, I could play all day .

I know. _______ along the road for hours and hours when I was at BILL college. Now I'm tired after a short walk!

Anyway, how are you, Jake? Bill says you're spending your gap year in China and south-east Asia. You're lucky. When we were fifteen or sixteen we left school, and ² across the world. we went to work.

3 to Spain and Greece in those days. I've read books by JAKE English writers who travelled in Europe in the 1950s.

That's true. In fact, I took a train to Italy when I was twenty. But BILL for a week or ten days, not for a year.

Then we started work, and many of us worked for the same company all our lives! LEWIS

⁵ jobs easily in those days. BILL That's right.

⁶ a house, Grandad. They're too expensive for JAKE But at least young people now.

LEWIS That's true. Some things are more difficult these days, Bill.

university, when some students travel around the world, or work on special projects

Could, was able to, managed to Couldn't, was able to, managed to: ability in the past

4 Some examples of couldn't, was able to, and managed to:

> I couldn't go to Kate's party, We were able to sell the house quickly. Joe managed to find a cheap CD player.

5 When we talk about our ability to do something at a particular moment in the past, we can use couldn't: I couldn't park the car anywhere in the centre of town

They couldn't find a hotel with a sea view.

But we can't normally use could: We could get two tickets for the concert.

this morning.

Instead, we use was/were able to or managed to: We were able to get two tickets for the concert. I managed to speak to Nancy at the party.

6 We form positive sentences with was/were able to like this:

was/were able to + verb

He was able to ao. They were able to go.

And we form sentences with managed to like this:

managed to + verb

We managed to finish.

Grammar in action

We use was/were able to, managed to and couldn't to talk about our ability at particular moments in the past. Here, we're talking about last weekend:

> We were able to get a table at that new French restaurant on Friday, and I managed to finish all my college work on Saturday, but we couldn't go for a walk on Sunday because it rained all day.





D Talking about last week

Holly and Eva are having a meal together on Sunday evening in their flat. Add the correct phrases to the conversation.

HOLLY Did you have a good week, Eva?

Not bad, thanks. I was able to talk o (I was able talk/I was able to talk) to EVA my boss about my trip to Paris. She's normally so busy. (We were able to finish/We able to finish) my schedule of meetings.

HOLLY That's great. When do you leave?

......² (We were managed to book/We managed to book) a flight for 1 p.m on Tuesday. I'm looking forward to it. What about your week?

HOLLY It was OK. (I couldn't to sleep/I couldn't sleep) at night at the beginning of the week, because it was so hot.

EVA I know. ______4 (I managed to buy/I managed buy) a fan at the shops. You can borrow it when I'm in Paris, if you like. What about your room? Are you comfortable there now?

HOLLY Yes, thanks. _____ _ _ _ _ _ _ _ _ [I was able buy/I was able to buy) a beautiful new rug on Saturday, and my sister gave me a lamp. But (I couldn't find/I couldn't to find) a mirror,

EVA Really? Have you tried the market? 7 (George managed to get, George was managed to get) a coffee table there last year.

HOLLY No. I'll have a look there tomorrow.

E Moving flat

We use could for polite requests, suggestions, and general ability in the past. We use was/were able to, managed to and couldn't for past ability at particular moments. Add the following phrases to this email:

managed could couldn't could sleep managed to could put could eat you help could you were able to

```
Hi Amy
I'm moving flat on Monday. Could you help me? On Friday I
book a removals van, but I
                                             <sup>2</sup> find any boxes in town. When I was a student,
                   3 all my things in one box, but now I need ten! Anyway, I phoned my friend
Jake yesterday morning, and we
                                                   4 get some boxes from his sister - she
moved flat a month ago. And in the afternoon, we
                                                                     5 to sell my old bed to
Jake's brother for £20! He's going to start university in September. So I need to buy a new
bed quickly. I
                                <sup>6</sup> on the floor for a week or two when I was younger, but not
now! Anyway,
                                 <sup>7</sup> help me for an hour or so on Sunday morning? I need some
advice in the kitchen: I could take all my old plates, cups and knives and forks to the new flat,
                      6 throw them away! What do you think? We
                                                                                     9 a pizza
afterwards, if you like. Look forward to hearing from you.
Best Wishes, Fred
```

A hospital visit

James and his daughter Kay are visiting Kay's sister, Jo, in hospital. Add the following words or phrases to the conversation:

managed able see have you could couldn't

JAMES Hello. Could we / Jo Corrigan, please?

NURSE I'm sorry, but you can't see her at the moment.

JAMES Really? When my wife was in hospital in January, we were to visit her all the time.

NURSE That's right, but at the moment we don't have enough nurses on the ward.

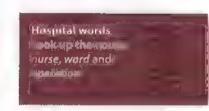
JAMES I suppose we come back later, Kay.

NURSE Could come back in an hour, perhaps?

KAY But is she OK after the operation?

NURSE Oh yes. She eat her dinner last night, but she to have some breakfast this morning.

JAMES Don't worry, Kay. We could a coffee in the hospital café. Thank you, nurse. We'll come back later.



Should for should ear mon fruit

1 Some examples of should:

You should learn some Chinese before you go to

They should have a party in their new house. Dan shouldn't play his music so loud. Should I buy a new car?

We form sentences with should like this:

should + verb

You should have a holiday.

POSITIVE	garana sa	e se de la company
I/he/she/it/you etc.	should	read this book.
NEGATIVE	1 2 8 8 9 4	All the late of the
I/he/she/it/you etc.	should not/ shouldn't	wait.

Grammar in action

We use should to say if something is or isn't a good idea. Here, we're talking about travel plans:

You should visit Japan in May or June. It's beautiful. (= It's a good idea for you to visit Japan.) She shouldn't travel everywhere by



(- It isn't a good idea for her to travel by taxi.) They shouldn't go by car. The train is much quicker.

2 We use You should/shouldn't... to give practical advice. You might talk to a friend about their work:

> You should relax more. You look tired.

> You shouldn't stay at the bank if you don't like your job there. You should take a lunch break every day.



We sometimes use I instead of You to give advice:

My wife and I are going to have dinner in Luigi's on Saturday night. ~ Really? I should book a table. It's very busy at the weekend.

Saying if something is a good idea

Olivia and her husband Charlie are talking about their twins, Harvey and Emma. Complete their conversation by writing forms of should instead of the phrases in brackets.

CHARLIE	After their exams Harvey and Emma will be free for eight weeks, before they go to university. They should find jobs of (It's a good idea for them to find jobs.)	J
OLIVIA	I'm not sure, Charlie. It isn't easy to get summer jobs these days, and they've worked so hard! They (It's a good idea for them to have a holiday.)	1
CHARLIE	For eight weeks? I don't think so, Olivia. Emma	2
	(It's a good idea for Emma to talk to Uncle Jim.) Jim could give her a job at his shop. And Harvey could work in a hotel again.	
OLIVIA	But they 3 (But it isn't a good idea for them to work all the time.) It's our last family summer!	
CHARLIE	Perhaps you're right. We	4
	(It's a good idea for us all to go to France for a couple of weeks.)	
OLIVIA	Yes, but we	5
	(Yes, but it isn't a good idea for us to decide today.) We should talk to them first They're both eighteen now!	

B Giving advice on work, health and relationships

Mike is writing a letter to Rashid, the son of an Indian friend. Rashid is starting a course at a British university. Start the phrase in brackets with You should or You shouldn't, and then add it to the letter.

Dear Rashid. I nope you nad a good ourney Your father asked me to give you some advice about life at university well first of al., in my opinion.
you should do a budget o (do a budget), because life can become difficult if you don't have any more' Next, ,think about foca). You can't study if you don't eat well for example, 2 (eat take aways' every evening they're expensive, and 3 (go to your coal snops) or they're not lery good for you the supermarket and only simple, fresh food. Vegetables and some types of fish are very cheap. Soon you'll start your course Your university work is important, but (study) al. night. You'll be tired in the morning. Instead, 5 (make a timetable) for yourself, and work regularly. a swim. It's important to get some fresh air. It's also important to meet people. 7 (go out every night), because it's expensive, but it's a good laca to make new friends in the first month or two. Friends can help you when life is hard! Finauy, if you need any more help or advice, (cal. me). Yours truly, Mike



Saying something is a good idea and giving advice

Scott is phoning Eve at work. After the example, add should and shouldn't three more times each, using '/' and writing the correct word at the end of the line.

SCOTT Hi, Eve. It's seven o'clock. Are you still at work?

You/ring me at the office, Scott. I can't talk right now. shouldn't

SCOTT Have you got a headache again?

Yes, It started this afternoon, I get a headache most days. EVE

SCOTT Then you see a doctor.

I know. I'll go next week. EVE

SCOTT Good. Anyway, it's my birthday on Saturday. We have a party. What do you think?

I'm not sure, Scott. I'm so busy at work at the moment. **EVE**

SCOTT But you work at the weekend! Life is too short.

Perhaps you're right. But if we have a party, we cook anything. I'm EVE too tired.

SCOTT That's fine. We ring Max. He could bring some great cold food from his shop.

OK, but we invite too many people. It's too much work.

SCOTT I understand. Don't worry, we'll have a quiet party!



Should Should I tell them?

3 Look at this dialogue:

Should I wear a suit tonight?

- ~ No, but I don't think you should wear Jeans.
- 4 We form questions with should like this:

should + I/he/she/it/you etc. + verb

Should we buy some food?

Grammar in action

S We use Should I...?/Should we...? to ask for someone's opinion or advice. Here, we're making plans for a party:

Should I invite Sam and Meg, too? ~ You can, but Sam doesn't like parties.

Should we cook some food for our guests?

~ No. Crisps and peanuts will be OK.

Should I get some new CDs?

~ That's a good idea. We need some dance music.

Sometimes we ask What should I do?: Greg wants me to help him with his report, and Sue wants me to go to a meeting at the some time. What should I do?

We often use the verb think before should: I think you should call the Police. I don't think you should eat another pizza. Do you think I should talk to Chris? He looks a bit sad.





Lauren and Robert are in a furniture shop, looking for things for their new house. Put the words in brackets in the right order, and add them to the conversation. Use capital letters and question marks where necessary. Get sometimes means buy.

LAUREN Should we buy a sofa (a sofa/we/buy/should) today, or 1 (buy/should/an armchair/we), Robert? ROBERT Well, this brown sofa looks nice.

(try/we/it/should) (They sit on the sofa.) LAUREN It's very comfortable, isn't it?

(get/should/it/we) How much is it?

Asking for opinions or advice

(ask/l/that assistant/should) ROBERT I don't know.

LAUREN I think he's busy at the moment with that couple, but there's some information on the table.

ROBERT I'll have a look, Oh! It's two thousand pounds!

5 (go/to another shop/should/we)

LAUREN I think the prices will be the same.

on the internet instead/should) It might be cheaper.

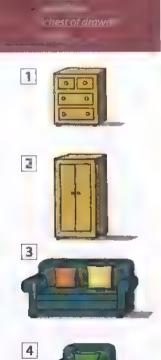
LAUREN But we need to get something today, because the house is so empty!

ROBERT Well, 7 (a wardrobe/ should/we/buy/do you think) or a chest of drawers for the bedroom, then?

B (should/a coffee table/get/we) LAUREN Perhaps, or

for the living room?

ROBERT Let's have a look upstairs!



Making plans for a visit to Britain

We use should to say if something is a good idea, to give advice, and to ask for someone's opinion. Bob, from America, is emailing his friend Sally. Add the phrases below to the messages, but there is one phrase you won't need.

think you should I don't think you should I visit should go shouldn't try should you I fly should take

Hi Sally,

As I said in my last message, I'll arrive in the UK on 4 September, and I can stay for two weeks. I'll spend two days in London with you, but then I'm not sure. Should 1 fy o to Scotland first, and see 1 hire a car and drive to Wales? And I want to see Edinburgh and the Highlands, or Liverpool too! And what about the old cities like Bath and Oxford and York? Should them too? Help me, please!

Hi Bob.

3 to do everything! You don't have time! 4 should travel by You train, because you can relax and see things as you travel. First, you 5 the train from London to York, It only takes two hours, so you can spend the rest of the day looking at the city. you should stay too long, sea on the way. There's a lot to see in Edinburgh, but I because I know you want to see the Highlands. So, after a couple of days, ... the train to Inverness, where you can hire a car and see the mountains! Finally, you can fly down from Inverness to Liverpool in an hour, and then take the train back to London. What do you think?

Staying in Manchester

Despina has just finished an English summer course in Manchester. She's been living with Rachel and Sean. The word should is missing from the conversation. After the example, put'/' five more times where should is missing.

RACHEL You know that Despina wants to stay longer in Manchester, don't you, Sean?

Yes. I think it's a good idea for her. She / look for a room or a SEAN small flat.

RACHEL Yes, but she doesn't know the city very well, so we help her? (Despina arrives home.)

DESPINA Hi Rachel, Sean! I've found a great photography course at the university, but my mother wants me to return to Greece. What I do?

RACHEL How long is the course, Despina?

DESPINA Six months. Do you think I find a different course in Athens?

RACHEL No, but I think you speak to your mother today or tomorrow.

You tell her that your course is only six months long, Despina, and SEAN that you'll go home for Christmas!

OVER TO YOU Now go to page 124.

Must and have to I must or I have to

- 1 Look at these examples of must and have to: I must get up earlier. I'm always late for work! We have to turn right here for the city centre.
- 2 We form positive sentences with must like this:

must + verb

I must phone my sister this evening.

POSITIVE

I/he/she/it/you/we/they must wash the car today.

3 We form positive sentences with have to like this:

has/have to + verb

We have to show our passports here.

POSITIVE

I/vou/we/thev He/she/it

have to has to

go now.

4 We use must and have to to say that something is necessary - or a very good idea - now or in the future: You must visit India one day! It's fantastic. George has to go to New York on business.

We use short forms of have + got to + verb instead of must or have to in informal English: I've got to go to the supermarket later.

Grammar in action

- 1 We use You must... or Visitors etc. must... in written rules in public places, on forms or on signs: All visitors must go to Reception. Passengers must wear their seatbelts during take-off. You must bring a passport photo of yourself.
- 2 We use must for things that we decide are necessary. Here, we're talking about our studies: I must finish my essay toniaht. I don't understand this book. I must talk to my teacher tomorrow.



We use have to to talk about things that are already arranged, such as the way we do our jobs, regulations in general, and appointments: We have to wait here for a taxi. I have to start work at 8 a.m.



We often use have got to in conversations and in informal writing to talk about things we need to do. We might need to make some changes in our lives: I've got to get a new flat. It's so noisy where I live! ~ Really? My flat's OK, but I'm so bored at work. I've got to find a new job.

A Written rules in public places

Daniela is an Italian exchange student at a British university. Match the phrases on the left with a letter to complete the rules she reads on her first day.

- On arrival, all new students must go...
- 1 You must carry... them.
- 2 Exchange students...
- 3 New students must attend the lecture...
- 4 If you are not sure about your course,...
- a ...at 4 p.m. in the Main Hall.
- b ...must bring a letter from their home university with
- c ... to the Campus Office on the first floor.
- d ...you must talk to a Senior Lecturer today.
- e ...your new ID cards with you all the time.

Things we decide are necessary, work and appointments.

In the phone conversation below, use *must* with the words in brackets in all Dave's lines, and *have to* in all Shannon's lines.

Hi Shannon, how are you? We must meet a (we/meet) soon. I haven't seen DAVE you for a month at least. SHANNON I'm fine, Dave, but I can't see you on Saturday. I nave to do (I/do) some work for my new boss. What about Sunday lunch? Good idea, but _______1 (I/speak) to Mike first. He wants some DAVE help in his garden on Sunday. ² (he/sell) his house because he's going to SHANNON Really? But move to South Africa next month. That's right, but if the garden looks nice, he may get more money! But DAVE 3 (we/do) something this weekend, Shannon. What about a film on Sunday evening? * (I/meet) a colleague from our New SHANNON I'm afraid not, Dave. York office at the airport. OK, but it's my birthday next weekend, so ________ (we/have) a DAVE meal together on Saturday. SHANNON Sure._______ 6 (I/go) to the dentist's in the morning, but I'm free

Talking about things we need to do

for the rest of the day.

Fran meets Tim, an old friend, in the street. In the lines with numbers at the end, correct or improve the text by writing out a short form of *have got to* and underlining the place where it should go, as in the example.

FRAN Hi there, Tim! Nice to see you! How's life? Are you still painting?

Yes, but I find a Job this week, because I don't have any money. What about you? Are you OK?

I've got to find 0

FRAN I'm OK, but my mother is ill, so I return to America.

TIM Oh, I'm sorry. I hope she gets better.

FRAN I'm sure she will, but she listen to her doctor. She won't stay in bed!

TIM If you like, I'll give you one of my paintings to take to her.

FRAN That's kind, Tim, but you sell your paintings, if you want to make money!

TIM I know. Anyway, how are your brother and his wife? I haven't seen them recently.

FRAN They're fine, thanks. They've just bought a big, new house in the south of London, and now they find some furniture for it.

TIM Do they want a big painting for their living room?

FRAN That's a good idea. I'll talk to them. But I go now. I'm going to buy my plane ticket this morning.



Must and have to I mustn't or I don't have to; Do I have to go?

5 Look at these examples:

You mustn't smoke in the office. You don't have to cook toniaht, because Steve is going to bring some fish and chips. Do we have to leave the party now?

6 We form negative sentences with must like this:

NESSATIVE

!/he/she/it/you etc. must not / mustn't be late!

7 We form negative sentences with have to like this:

NEGATIVE

he/she/it

I/you/we/they do not/don't have to does not/doesn't have to

We don't have to stay here all night. She doesn't have to go to work today.

8 There is an important difference in meaning between mustn't and don't/doesn't have to. Mustn't means that something is a bad idea, or is wrong: You mustn't use a dictionary in the exam.

Don't/doesn't have to means that something is not necessary (i.e. you don't need to do it): You don't have to buy me a birthday present.

9 We also use have to to ask guestions:

QUESTIONS

Do I/you/we/they he/she/it Does

have to have to

get ready now? go to Moscow? Do I have to meet Sam at the airport? (= Is it necessary for me to meet Sam at the airport?)

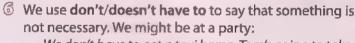
Must is possible for questions, e.g. Must we finish this today?, but not as common as have to.

Grammar in action

We use mustn't to say that something is a bad idea, or is wrong. Here, we're going on holiday:

I know we're late, but you mustn't drive so fast. It's dangerous. (on the way to the airport)

I mustn't forget my passport.



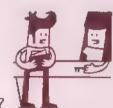
We don't have to get a taxi home. Tom's going to take

Greg doesn't have to sleep on the sofa, because the little bedroom upstairs is free.

We use Do/Does...have to to ask if something is necessary. Here, we're at a hotel:

Do I have to pay more for a double

Do we have to leave before 12 p.m?



Wrong or unnecessary things at a new job



Luca, Head Waiter at 'Pasta! Pasta!', is talking to Hugo on his first day at work. Add mustn't or don't have to.

'First of all, you start work at 6 p.m.	and you mustn't	o be late. Never! But
you take a bus		
work on Mond		
nice people here! Now, what about	clothes? Well, you	³ wear jeans.
They're not very smart, are they? Bu	it you 🗼 🛒	4 wear a black jacket - we
will give you a nice white shirt inste	ead every evening, Now,	what's next? Oh yes. This will
make you happy. You		
our own wine waiter, Giuseppe. OK,		
difficult, but rule number one is tha	t you	⁶ argue with the customers!
They are paying for everything here		
the boss, tomorrow. He's a nice mar	n, but remember, you	7 talk
when the boss is talking. He doesn't	t like that. Oh, I forgot so	mething nice, Hugo. You
8 cook your owr	n meal in the evening any	ymore, because we will give
you some pasta to take home! Fanta	astic!'	

What's necessary to travel by train?

Susan is at the Eurostar office at Waterloo station. Write out the questions that Susan asks, using the form Do/Does...have to...? and the words in brackets.

SUSAN	Hello. My husband and I would like to travel from London to Avignon next month. Do we have to buy a ticket soon? (we/buy a ticket soon), and (we/get the ticket at Waterloo)
MAN	Well, you can buy tickets here or on the internet, but you should reserve them soon.
SUSAN	OK, we'll get two returns tomorrow2 (we/change in Paris)
MAN	No, you can get a train that goes directly to Avignon.
	Thanks (we/choose our date of return tomorrow)
MAN	It's cheaper if you do.
SUSAN	OK, I understand. Now, my husband is sixty-one years old 4 (he/pay the full price)
MAN	No, it's cheaper for senior citizens. The exact price depends on when you travel.
SUSAN	Good. Now, I'm a vegetarian (I/bring my own food) Or is there vegetarian food on the train?
MAN	There's one vegetarian meal on the menu every day.
SUSAN	OK. One last question. 6 (we/arrive early for our train)
MAN	You should get here half an hour before it leaves.
SUSAN	Thanks. That's great. Oh, I nearly forgot! 7 (we/to take our passports)
MAN	Yes, Madam. They'll look at your passports in France in the normal way.

Staying in a friend's house

We use must for important things; mustn't for things that are a bad idea; have to for arrangements; and don't have to for things that are not neccesary. Henry is going to live in Sarah's house in the village of Greenleaf, while she goes to France. Read her letter to him, and circle the correct phrase from the brackets.



Dear Henry

Thanks very much for looking after my house. Here are some notes to help you!

- You mustn't answer don't have to answer? the telephone for me, because I have an answering machine.
- You mustn't forget/don't have to forget 1 to lock the windows when you go out.
- You have to feed/mustn't feed 2 the cat twice a day once in the morning, and again at night.
- You don't have to eat/must eat³ the food in the fridge, or it will go bad. There's some nice fish.
- You don't have to water/mustn't water 4 the plants in the garden, because it rains all the time!
- You have to take/don't have to take 5 a bus to Haslemere, if you want to shop at a supermarket. There are only three small shops in Greenleaf.
- You don't have to use/mustn't use 6 the washing machine, I'm afraid. It's broken and dangerous!
- Finally, you must ring/don't have to ring 7 me if you have any problems. I'll be happy to help! With very best wishes,

Sarah

The imperative Come in!; Enjoy your holiday

1 We use the infinitive without to (to enjoy) to form the imperative:

Enjoy your holiday! Text me when you arrive. Show me your new jumper. Pass the milk, please.

2 The imperative can be one word only: Help!

but normally we use it with other words: Wait for me! I'm coming. Be careful! That case is very heavy. Follow me, please. I know the way to the museum. Come in, please.

2 We use the imperative to make offers and suggestions Here, we're talking to guests: Have another biscuit! Help yourself to more coffee.

We use the imperative to finish conversations:

Sit down and relax. Dinner will be

Call me when you get there! Have a nice weekend! Take care!

ready in half an hour.



Grammar in action

We use the imperative to ask or invite people to do things. Here, we're making plans for the evening:

Look at the sky. It's going to rain. I don't want to go out. Give me a ring later, Janet. I think we're staying in tonight. Pass me the newspaper, please. I'll see what's on TV.



Remember that in some situations (restaurants, for example) the imperative (with or without please) is not a polite way to talk to people - because it sounds like an order!: Could you get me a glass of water, please? (NOT Get me a glass of water, please.)

A Asking and inviting people to do things

Mike is visiting Sue and Bill. Complete the dialogue, by rewriting the words in brackets. Use capital letters when you need to.

SUE	Mike! Come in and get wirm. (in/and get warm/come) now are your
MIKE	I'm fine thanks, Sue. It's a cold day, isn't it?
SUE	Freezing. But it's warm in here (coat and gloves/ me your/give) Where's Jan?
MIKE	She's not very well, I'm afraid, so I've come on my own.
SUE	Oh dear. Well, 2 (give/my best wishes/her) I hope she's better soon 3 (by the fire/have a/seat). Bill will be down in a minute. I've just made some coffee, Mike. Would you like a cup?
MIKE	Thanks very much. You're right - it's nice and warm in here.
SUE	Here you are (yourself/to sugar and milk/help)
MIKE	Thanks. 5 (outside at/look/the weather). It's just started to snow!
SUE	Oh dear. It's good to be inside on a day like this6 (try/with your coffee/my fruitcake)
MIKE	Thanks. It looks delicious. What have you been doing then, Sue? 7 (all your news/me/tell)

Finishing conversations

We often say goodbye with imperative sentences. Match beginnings with the endings to make some common examples.

	0	Don't work	4	Enjoy your		to your parents.	you get there.
	1	Give my love	5	Don't forget		after yourself.	too hard!
	2	Give me a ring when	6	Look		holiday!	carefully.
	3	Have	7	Drive	Ш	a good journey!	to email me.
0		Don't work too hard.		4			
1				5 .			
2				6			
3				7			

Making suggestions and offers

Look at this advertisement for a hotel. Complete it by using these phrases:

enjoy it relax in turn right at see the famous don't forget have a swim eat all spend a couple forget our make yourself





Travelling to the office again?

Well, don't forget o that Friday will be here soon. Do you have any plans for the weekend? No? Don't worry! We have. Come and of days at the Northwick Spa Hotel. (Just drive up the M1 and ² Junction 8.)

Start your weekend with a delicious meal on Friday night in our top-class 3 the food you can in our restaurant, 'Bellamy's'. Or Chinese buffet restaurant, 'The Great Wall'! And on Saturday and Sunday,

4 at home in the hotel and gardens, or walk into the

⁵ castle. village of Norton and

But don't 6 wonderful spa! Before you go ⁷ in our beautiful, warm pool or just back.

⁸ the jacuzzi or sauna. It's your weekend, so

9! (Because Monday will soon be here again.)

The imperative Don't forget!

3 We put don't in front of the imperative to form the negative:

> Don't touch that plate! It's very hot. Don't be late home. We're going out tonight. Don't forget your cameral Don't wait for me. I'll meet you at the restaurant.

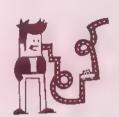
We only use do not in formal situations: Do not leave the room before the end of the exam, please.

At the zoo, you may see signs such as: Do not feed the animals.

Grammar in action

4 We use the imperative to give instructions. We might tell someone how to find our house:

Turn right at the Post Office, and walk along Dean Road for about 100 metres. Don't cross the road. My house is number 24.



- 5 We use the imperative to give warnings. Here, we're in town: Be careful! Those plates look very expensive. Don't cross now. There's a car comina!
- We use the imperative to give advice. We might talk about the weather:

Take an umbrella with you - I'm sure it's going to rain. ~ Don't listen to Tom. He's always wrong, It's going to be a beautiful day.





Giving directions on a mobile phone

Lyn is giving Ann instructions and warnings about finding her new house. Make the verbs in brackets into positive or negative imperatives.



ANN	Hi Lyn! I think I'm lost. I'm phoning you from St Mary's Church.
LYN	Stay (stay) where you are. I'll come in the car. Don't move (move).
ANN	walk. Just (wait) a moment! I'm enjoying the fresh air, and I'd like to
LYN	OK, if you're sure. In a moment, you'll see a little bridge on your right, but 3 (cross) it! It's very old and dangerous. After you've passed
	the bridge, (turn) left.
ANN	OK, I can see the bridge, and then a wood and a white house. Is that yours?
LYN	Yes ⁵ (go) into the wood, though. It's very dark. You'll get lost. Just ⁶ (follow) the road up the hill.
ANN	OK, but Lyn, there's a big, black dog walking towards me. He looks angry.
LYN	Oh dear. That's Ben. He's not very friendly, so

First day at university

Dr Sara Green is giving advice to new students. Add the following verbs to her advice. Use capital letters when you need to. There is one extra verb.

lose work give decide go out spend talk be have stay

Welcome to the University of Yorkshire. Now, I'm sure you'll enjoy the next three years with us, but if you need help at any time, take to someone at the Student Services office - don't just _______1 at home in bed! And ______2 careful with your money in the first few weeks.

3 how much you can spend every week, and don't spend any more! Your studies, of course, will be the biggest part of your life. 4 hard and you'll be OK. But don't ______5all your time on your essays. Have a break when you feel tired - _____6 now and again and make friends. You'll meet students here from all over the world. And finally, please don't your university ID! You'll need it every day. Good luck, and _______ a fantastic first year!

A barbecue

We use the imperative to ask people to do things; to make offers and suggestions; to finish conversations; to give instructions; to give warnings; and to give advice. Glenn and Nigel are having a barbecue. Add these phrases to their conversation:

Don't eat Look at Don't go Come into But use Put your Have a GLENN Hi Molly! Come into the garden. 1 coat on this chair, Have you met Nigel? ² glass of water or some orange juice. NIGEL Nice to meet you, Molly. The food will be ready later. MOLLY Thanks. I'll have some juice, please. Wow! _______ that barbecue! It's very big! NIGEL Hey Tom! 4 that meat. It isn't ready yet. MOLLY Can I put a piece of bread on the fire? I want some toast. NIGEL Well, all right. ________5 that big fork. _________ 5 too near the fire.

Now add these phrases:

have some help yourself don't eat don't burn but ask be careful put it give Sally

GLENN Tom, 7 to some more salad. Thanks. Have you seen Sally? MOT I'm sure she's going to come. NIGEL Molly,______15 . That fire is really hot - _______17 yourself! MOLLY OK. My toast is ready. Oh! It's black. It looks horrible - ______12 it, Molly. You'll be sick. GLENN Tom's right - 13 in the fire, and 14 salad instead!

f you don't know these words, look



Have got and have; make, do, and get Have got and have

- 1 Some examples of phrases with have got and have: I've got a good friend in Australia. He's having a great time there.
- 2 Here are the positive and negative forms of have got and have:

POSITIVE

I/you/we/they have got/ve got he/she/it has got

I/you/we/they have he/she/it has

MEGATIVE

l/you/we/they have not/haven't got he/she/it has not/hasn't got

l/you/we/they do not have/don't have he/she/it does not have/doesn't have

→ For more information on questions with have got and have, see p. 46.
Note that the word got in have got never changes:

Note that the word **got** in **have got** never changes: I've **got**; you've **got**; he/she/it's **got** etc.

3 We use have got for things we own/possess, for family and for illnesses:

> l've got a cold/headache/stomach ache etc. We haven't got a garden.

We can use **have** instead of **have got**, but **have got** is more common:

I have a headache.

We use have (NOT have got) with these activities:

have a bath/shower have breakfast/lunch/dinner have a meal/a pizza/a sandwich/a cup of tea etc. have a holiday have a good/great/bad etc. time have fun have a walk/dance/swim/game

We can use the **present continuous** of **have** with these activities:

Dave's having a bath. Can he phone you later? They're having a game of tennis at the moment.

When you're saying goodbye to someone, say 'Have a good time/holiday/meal/game!' or just 'Have fun!'

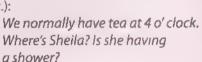
For more information on make, do and get, see p. 72.

Grammar in action

We use have got to talk about our possessions, family and friends: She's got two sisters and five cats. John hasn't got blue eyes. He's got brown eyes! Have you got any money with you?



- We use have got to talk about illnesses: He's got a cold.
- We use have for things we do every day at home: (have a bath/shower, have breakfast etc., have a sandwich etc.):





We use have for freetime activities (have a holiday, have a good etc., time, have fun, have a walk, etc.):

She has a dance every time she hears that song.

We're having a great time in Corfu. (on a postcard)

A Possessions, family and friends

Sally is talking about her sister. Add these words to what she says:

siles got vegot	s got got hastit ive havent	
	o any brothers, but	¹ got a sister called
Kiki. She lives in Canada nov		
She's pretty. She	y. She 3 two big black dogs, but she4	
got a husband or kids. I can't email her, because I		5 got a computer,
but I talk to her on the phon	ne every day. We haven't	6 much money,
but we're both happy. We	⁷ a good friend in l	Florida called Mabel, and
we spend the summer there	in her house.	

B Possessions, family, friends and illnesses

Today is Kelly's first day at college in London. She's in the cafeteria. Add positive, negative or question forms of *have got* to the conversation. Use short forms, and capital letters where necessary.

KELLY	Excuse me, but have you got any aspirin?	(you/any aspirin?)	
JULIE	Sure.	1 (you/a headache?)	
KELLY	Yes, it's very noisy here, isn't it? Is this your first day here?		
JULIE	Yes. My name's Julie. I don't know anyone.	2	
	(you/any friends at this college?)		
KELLY	I'm Kelly. No, 1	3 (I/not/any friends here),	
	but my brother lives in London, so I'm staying with him. It's good.		
		4 (He/lots of DVDs) and a big TV.	
	What about you? Where are you from?		
JULIE	East Anglia.	. s (My parents/a farm there),	
	so London will be a big change for me.		
KELLY	Yes, I'm sure it will.	⁶ (you/any brothers or sisters?)	
JULIE	Two sisters, but one is a baby! Shall we get another coffee before our first meeting?		

C At home

It's Sunday morning. Jacob is at home with his parents and sisters. He's writing an email to his friend. Add a form of have (having, have, or has) eight times.

I'm/a sandwich, because I'm bored. Can I come over? Sunday morning is always the same in my house. Mum always a bath and Dad a walk. Sonia and Diana breakfast together. Then Dad comes home and a shower. Next, Mum and Dad a cup of tea together. Then Dad reads the papers. Then Mum, Dad, Sonia and me lunch together. Diana doesn't lunch with us because she goes to the gym. Anyway, what are you doing at the moment? Are you breakfast? Do you want to go for a swim or something?

D Freetime activities

Sara is phoning Maria, who is on holiday in Sweden with her friend Agneta, and Agneta's family. Add the correct form of *have* and complete the nouns in this conversation. Use capital letters where necessary.

SARA			a good time o (you) on holiday?		
MARIA	It's great, thanks.	f.,			
SARA	No, not really.	a bad t	2 (my sister) at work at the		
	moment. She doesn't like her new boss.				
MARIA	Oh dear. Do you want me to speak to her?				
SARA	No, it's OK.	a w	³ (she) in the park. I'll give her		
	your love. Anyway, how!	s Agneta?			
MARIA	She's fine.	a <u>g</u>	(she) of tennis with her father at		
	the moment.				
SARA	And her brother?				
MARIA	Isak? He's fine toobetter go. I'll speak to yo	u later this week.	⁵ (he) in the lake. Well, I'd		

Have got and have; make, do, and get Make, do, and get

- 5 Some examples of make, do and get: I'm making dinner for some friends, and Tom is doing the washing. We're both getting tired.
- 6 Make sometimes means 'create': They make great carpets in Turkey. Our company made a lot of money last year.

We use make with food and drink, and with some nouns (see 'Grammar in action' for a list): I'm going to make a pizza on Sunday night. Can you make me a cup of tea, please? She's making a phone call at the moment, I think I've made a mistake.

7 We use do for work in general, and for jobs at home: Can you be quiet, please? I'm doing some work. We did three exams last month. Who's going to do the washing-up?

We also use do for 'personal' jobs: She's doing her hair right now. Do your teeth before you go to bed!

And we use do with something, nothing, anything and everything and with well and badly: I think she's doing something on the computer. Kate did really well at college.

8 Get can mean 'receive', 'obtain', 'catch' or 'buy': I get a hundred emails a day. (receive) Shall I get you a cup from the kitchen? (obtain) She gets a taxi to work sometimes. (catch) James got some flowers for his mother. (buy)

or 'become':

Can we go home? I'm getting tired.

Grammar in action

5 We can use make and do for activities in the house:

make food make a cake/a pizza/a cup of tea etc. make (some) breakfast/lunch/dinner make a phone call make a noise make a mess

do the dishes/washing-up do the washing do the cleaning do the ironing do the cooking do (your) hair/teeth do something/nothing etc.

The kids are doing the cooking, but they're making a mess!



6 We can use make and do at school and at work:

make an effort make progress make a mistake make a decision make a phone call make money make a (new) product

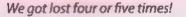
do some work do a job do an exercise/test/exam do (your) homework do well/badly do business

I think I made some progress yesterday.



We use **get** for 'receive', 'obtain', 'catch' or 'buy', or for 'become' with these words:

> get tired get angry get bored get lost get cold get wet get better get old get washed get ready get dressed get hungry get married get divorced





Making dinner on Saturday night E

Paul, who shares a flat with Matt, Martin and Dave, gets a call from Milly. Circle the correct verb forms.

Hi, Milly, I'm fine, thanks, I'm making/doing dinner, because it's Saturday. Here at the flat, I do/make1 the cooking at the weekend, and Matt makes/does2 the washing-up. Then Martin makes/does 3 breakfast for us all on Sunday morning.

- MILLY And what does Dave do?
- PAUL Dave? I'm sorry, I can't hear you very well, Matt's doing/making a noise with his new CD player. Dave makes/does 5 the washing - sometimes. Anyway, what are you and Jo doing?
- MILLY Jo says she's done/made a cake, but actually, she's made/done a mess in the kitchen. I'm doing/making a nothing at the moment. Shall I come round?

Life in Kyoto

Anne is learning Japanese in Kyoto. If the verbs are correct, put a tick (✓). If they're wrong, cross them out and write the correct verb (make, do or get) in the correct form.

Hi Joe, I hope you're well. I'm making 🛒 🗸 oprogress in Japanese, but it's not easy. I do get to class every morning, and I make 1 two or three exercises with my teacher, but I do mistakes all the time with the kanji (Japanese characters). I'm going to get ³ a dictionary tomorrow. so I can do . . . , 4 some work at home. Kyoto is a really amazing place! There are so many temples. ⁵ lost four t mes! Anyway, I got ⁶ an email from Boris yesterday. He made Yesterday I made 7 his final exams at Cambridge last week. He thinks he got ______8 well. I hope so, because he ⁹ a really big effort! I must go now, Joe. I'm going to do ______ ¹⁰ ready for a meal at my teacher's house. Write back soon! Love, Anne

G A business hotel in Karachi

Alice and Tim are in a hotel in Karachi, waiting for their boss, Clara, and two colleagues, Monty and Alan. Add the correct verb forms.

- ALICE That was a really long day! Where's Monty?
- TIM makes) a brother here in Karachi, you know. He's called Pandit.
- Really? Perhaps we'll meet Pandit this evening at dinner. I'm 2 (getting/ ALICE doing/having) hungry. What about you?
- MIT Sure. Where's Clara?
- She's _____3 (making/doing/getting) her hair, I think. Clara says we're ALICE . . . 4 (doing/making/having) well in Karachi. It's a difficult market, but she says we're ______5 (doing/making/getting) progress.
- Yes, I think so, too. We're meeting a lot of people, anyway. I ______6 (get/ TIM. make/'ve got) ten business cards in my pocket.
- That's good. Look, there's Monty by the stairs. Is Alan coming with us this ALICE evening?
- TIM I'm not sure. He _______7 (gets/has/does) very tired when it's hot like this. He normally⁸ (makes/has/'s got) a swim at the end of the day, and then he (gets/has/makes) some phone calls to his children. He's (getting/having/making) divorced, you know.
- ALICE Oh dear. That's very sad. I know his wife quite well.



Verb infinitive Learn to cook; promise to write

- 1 Look at this example:
 - verb + infinitive

I want to watch TV.

2 We use an infinitive after these verbs:

agree hope offer remember begin/start learn plan try decide manage promise want forget need refuse

I need to speak to the manager. Sara is trying to learn Chinese this year. They refused to move their car.

Grammar in action

1 We use decide, hope, need, plan and want to talk about our hopes and plans. Here, we're talking about the New Year:

> I've decided to aet a new car. We're hoping to move to Spain in July.

Sandra needs to learn Spanish for her job. Bill's planning to buy a flat. I want to have a really good holiday at Easter!

We often use begin/start, forget, learn, manage, remember, and try to talk about the efforts we make. We might talk about a difficult week:

I've begun to paint the bedroom. It's hard work. Dan forgot to take his laptop to work. I'm learning to drive. I had my first lesson on Monday. We managed to get tickets for the concert. Did you remember to buy a new CD player? We tried to find a cheap restaurant, but couldn't!

We use agree, offer, promise, and refuseto talk about the things we do (and don't do) for other people. Here are some flatmates talking:

> Bill agreed to help me with my essay, and I offered to cook dinner for him.

Do you promise to do some cleaning at the weekend? Tom has refused to wash up again. What shall we do?

Talking about our hopes and plans

Lucy and Adam are with their friends Ravi and Mina on New Year's Eve (31 December). Add the correct phrases to their conversation.

planning to do decided to change want to spend hoping to open needs to write

So, what are your plans for the New Year, Adam?

ADAM Well, we want to spend a month in Spain in June. Lucy her final essay for her university degree, and I'm fishing at sea! What about you two?

MINA Ravi has big plans. He's 3 his job. RAVI That's right. I'm 4 a small bookshop.

LUCY That's fantastic. But will you make enough money?

hoping to see planning to create wanted to look need to find wants to open

RAVI I don't know! I'm ______s a website at the same time. It's possible that I'll sell more books on the internet than in the shop! He 6 the shop in March. MINA RAVI

1 the right place, of course, but there's an empty shop on

LUCY Great, but what about you, Mina? You

I know, but I've decided to wait. New houses are so expensive. Later in the year, MINA though, I'm _______ 9 my grandmother in Mumbai. That'll be exciting.

LUCY Good. Well, it's almost midnight. I hope it will be a great year for all of us!

Talking about the efforts we make at home and at work

Mia's had a bad week. Look at her blog. Add the infinitives in brackets to each day of her week.

Monday	to take I forgot / my purse to college, so didn't have any money all day. I managed / £3 from Nick at lunchtime for a sandwich, but I was pretty hungry by the evening. (to borrow, to take)	ř
Tuesday	I'm learning at the moment, and I went to my evening class. I tried my partner's hand, but we were dancing too fast and we both fell over! Maggie took a photo on her phone. (to hold, to dance)	
Wednesday	I started some spaghetti at home for my sister, but then the phone rang and it was Claire from New York, and I forgot the spaghetti, and it burnt. Oh dear! I made a real mess. (to cook, to watch)	
Thursday	I remembered Susie and Maisie in town for coffee, but I didn't know the name of the café, so I spent twenty minutes looking for them. I managed Maisie in the end, though. (to text, to meet)	
Friday	I tried an important essay for college on Friday morning, but my neighbour, Ross, is learning the drums and it was impossible to work, so I took a photo of him instead, and then I went to the college library. (to finish, to play)	T

Talking about the things we do for other people

Why did Sophie go to Paris? Read this conversation, and add the following infinitives:

to say to drive to meet to help to marry to answer CHARLOTTE Sophie rang me on Thursday, and Lagreed to meet her at Heathrow at 11.30. OLIVIA What did she say? CHARLOTTE Nothing, I offered 1 her all the way to her house in Cambridge, but she didn't tell me anything about her trip. Do you know where she went? OLIVIA CHARLOTTE No. She refused ______2 my questions. So she agreed ______ Bill in October, and then she went OLIVIA to Paris the same day, and now she's back in England. Charlotte, do you promise ______4 nothing to Sophie? CHARLOTTE OK, I promise. When Sophie was ill, I offered ______s her at her house. When OLIVIA I was in the kitchen, the phone rang and a girl with a French accent said, 'Hello, this is Anne, Sophie's daughter.' CHARLOTTE Oh! She was probably in France to tell Anne about Bill then!

To text means 'to send on a mobile phone n exercise b

Verb + infinitive It's easy to learn; I'm happy to help

- 3 Look at this short dialogue: It's nice to see you, Paolo. ~ Thanks. I'm pleased to be here again, Sue.
- 4 We use it is/it's + adjective + infinitive with these common adjectives:

nice good interesting crazy silly wrong easy difficult/hard impossible

It's silly to spend all day in one museum. It's impossible to find cheap clothes here.

We can also use it was or it will / it'll:

It was good to read your letter.

It'll be difficult to go home at the end of this holiday!

5 We use I/you etc.+ be + adjective + infinitive with these adjectives:

glad happy pleased afraid sad surprised

I'm happy to meet you at the station. She was surprised to see a dog in her garden.

Grammar in action

We use it + adjective + infinitive to give an opinion.

We might be in town:

It's impolite to push in if people are waiting in a queue. It's nice to go shopping with your friends, but it's easy to spend all your money!

We use I/you etc. + adjective + infinitive to describe our feelings.
We might be with our family:
We were sad to say goodbye.
Gran is afraid to go out at night.
I'm so glad to hear you like your present.



D Giving opinions about a new job

Brendan has just started a new job. Kevin, his manager, gives him all the pieces of advice below on his first day. Add it's and to to the phrases below, and then match your phrases with these endings:

crazy/go to... interesting/visit other... hard/say that you've... wrong/send an email if... easy/use the photocopier, and... impossible/finish... good/talk to...

0	It's good to talk to your colleagues - they often know more than you.
1	all your work before you go home.
2	it's easy to break it, too.
3	made a mistake, but you often do make mistakes!
4	offices and see how they do things there.
5	Tokyo for a meeting - have a video conference instead!
6	you can talk to a colleague instead.

E Describing our feelings when we see our friends

Oliver and Emma are meeting their South American friend Miranda at the airport. Complete the words in the spaces using I/You etc. + adjective + infinitive. Use short forms where possible. Explanation 5 above will help you.

EMMA Hi, Miranda. I m so glad to see o you again! How was your flight?

MIRANDA Fine, thanks. I h in England again. How are you?



EMMA	I'm well, thanks. Let me introduce you to Oliver, my new husband.				
OLIVER	Hello, Mirandavery plm				
	has told me so much about you! Can I take your suitcase? It looks very heavy.				
MIRANDA	Thanks, Oliver. Well, it's a beautiful day here in London, isn't it? Look at that				
	blue sky!sus the sun in England in November				
OLIVER	It doesn't rain all the time here! Shall we all get a coffee?				
EMMA	Yes. The café is this way. Miranda, ww sa				
	h that Carlos is ill.				
MIRANDA	Yes. It's not serious, and he really wanted to come, but h w.				
	a 5 travel. It's not nice to be in a plane if you're ill.				
EMMA	That's right. Anyway, we g wel wel 6 you to				
	London, and, in half an hour, to our house!				

Looking for a new job

We use a verb + infinitive to talk about our hopes and plans; the efforts we make; the things we do for other people; to give opinions; and to describe our feelings.

Look at these emails between Ella and her French friend, Vincent. First, add words or phrases to Ella's message.

trying want decided difficult to forgot to offered to promise to visit pleased to hear



Hi Vincent forgot to o send you a Christmas card, so now I'm writing to you instead. I was How's life? I in your last message that you've ______2 to finish your course at college. 3 to find a good job. I'm looking for a new job myself at I'm glad. You need a degree if you the moment. I had an interview for a job on my local newspaper last week. I answered all the questions, and I 4 start work immediately, but unfortunately, I didn't get the job. It's 6 to find work in the media a job on a newspaper, because a lot of young British people are these days. Anyway, I hope you're OK. I ⁷ you later this year! What about Easter? Bye for now!

Now put these words in the right order, and add them to Vincent's reply:

to/afraid/l'm/buy get/was/lt/nice/to hear/to/hope/l give/My parents/to/have refused | I/hear/to/surprised/was

Hí Ella!		
t was nice to get	o your message this morning. I hope you're well.	^B that you
didn't get the newspape	r job - you would be a very good journalist. Yes, life at coll	ege is very hard. Sometimes
9 a n	iew shirt or jumper, because I won't have enough money	at the end of the month to pay
for my flat.	¹⁰ me any more money, so I'm doing some weeker	nd work as a waiter. Anyway, I'm
OK really, and it would be	e good to see you at Easter. 11 from y	ou again soon. Bye for now!
Vincent		

OVER TO YOU Now go to page 125.

Articles and nouns A, an or the

We use a before words that begin with a consonant (b, c, d, f, g, etc.):

a fast car a meeting a good friend

and before u, when u sounds like 'you':

a university (but an uncle)

and before eu:

a European city

We use an before words that begin with a vowel (a, e, i, o, u):

an old house an ice cream an apple

and before words that begin with a silent h: an hour (but a holiday)

2 a/an or the

Look at this example:

I've bought you a cake and a DVD. ~ Lovely! Can you put the cake in the fridge, please?

When we talk about something for the first time, we often use a/an ('a cake'), but when we know which one it is, we use the ('the cake'). We say the fridge in this example, because we already know which one there's only one in the room!

If we say to someone I'm going to the supermarket, we mean 'the supermarket that we both know - our normal supermarket.' We also say 'the Taj Mahal', 'the Thames, 'the sun', etc. because we know which one they are.

We use the when we talk about musical instruments:

Can you play the piano or the guitar?

Grammar in action

 We use a/an to describe people. places and things. Here, we're talking about a friend:

> My friend George is a teacher. He's got a black beard, and he lives in a small flat with a roof garden in Cambridge.



We use a/an to talk about numbers, prices and how often something happens. We might talk about a beach barbecue on holiday:

> There's a barbecue twice a week here. Normally, there are a hundred people, and you can buy beer or lemonade for a pound a litre. It's great!

We use the to talk about things we know about already, and a/an to talk about 'new' things. Here, we're talking about our house:

> Let's buy something for the house! The kitchen and the bathroom are OK, but the living room is boring! Shall we buy a painting or a new sofa?

A Describing people, places and things

Laurent is writing about his home town, Saint-Paul-lès-Dax, in south-west France. Write a or an in the gaps.

Saint-Paul-lès	Dax is o nice, small French town. We don't have			
	airport or university, but we do have the normal			
things like	3 internet café and			
	hairaresser's. If you are visiting south-west France, and you want to			
see a typical small town, come to Saint-Paullès-Dax for afternoon or				
even	hour! And if you want to know more about this part of France,			
there's	8 useful website, http://www.dax tourisme.com. But remember			
to bring	"umbrella : it rains a lot here!			

Talking about numbers, prices and how often things happen

Anne and Sue are on a camping holiday in Germany. After the example, add a/an fourteen more times.

- UWE Welcome to our campsite! For small tents like yours, it's only twelve euros ⁷ night.
- Great! It's big site, isn't it? How many people are there? ANNE
- Well, there are hundred and eighty tents, so we have around six GREG hundred people, I suppose. There's small supermarket, and someone comes once day to sell fresh fish.
- That's nice. Can we wash our clothes here? SUE
- Sure. There's washing machine in every shower house. It costs euro GREG hour to use.
- Is that farm next to the campsite? ANNE
- That's right, You can buy apples there for two euros kilo. We've got GREG little cinema as well. There's film three times week. Are you both students?
- I'm student, but Anne is actor. SUE
- Really? Well, I'll show you where to put your tent. Come on! **GREG**

New things, and things we know about already

Rhys has arrived home from college. His flatmate, Lisa, is in the kitchen. If you think the underlined words are correct, put a tick. If you think they're wrong, cross them out and write the correct word.

- Rhys! I didn't hear you at a ________ he _____ door. How's it going? Do you LISA 1 o cup of tea? want a Yes, please. I've just been to the 1 bank, actually, for some advice on RHYS my account.
- I hope things are OK. By the way, there's the ² letter for you in the LISA living room.
- Really? Thanks. What have you done today? RHY5
- LISA I went for the ______ walk in the ______ park. It's the first time I've been at lunch time. I met Joe.
- Joe? The guy who plays a 5 piano so well? RHYS
- That's right. We had the ______6 interesting conversation about music. LISA
- That's nice. (Rhys goes to the living room.) Where's a _______7 letter? I can't RHYS find it.
- On <u>a</u> * television. LISA
- (A moment later) I don't believe it! I think I've won a prize! RHYS
- (Entering the living room) How? Did you enter a competition? LISA
- Yes, and I've won a _______10 tour of China! RHYS
- Fantastic! When does <u>a ______11 tour start?</u> LISA
- RHYS second day and then the Forbidden City in Beijing!



Articles and nouns Plural nouns (trees; people)

- 3 Look at the plural nouns in this dialogue:
 What's on your shopping list? ~ A few things for
 my dinner party tomorrow: some flowers, four
 wine glasses, two new knives, some fish and some
 tomatoes.
- 4 We usually make plural nouns by adding -s:

```
one ball → two balls
one metre → three metres
a car → some cars
a question → any questions?
```

5 With nouns that end in -s, -ss, -sh, -ch, and -x, we add -es:

```
bus → buses glass → glasses dish → dishes beach → beaches box → boxes
```

With nouns that end in a consonant (b, c, d, f etc.) + -y, we change the -y to -ies:

```
baby → babies family → families city → cities country → countries story → stories
```

but we don't change the y after a vowel (a, e, i, o, u): days, journeys, etc.

The plural form of **penny** is **pennies**, but we normally use **pence** or **p**:

That's ten pence, please. Can you lend me 50p?

Or, if we're talking about pounds and pence, nothing:

That's six pounds seventy.

7 With nouns that end in -f or -fe, we change the -f/-fe to -ves:

```
leaf → leaves doaf → loaves life → lives wife → wives knife → knives
```

8 Most nouns that end in -o have -s: kilos, photos, radios, etc. But three common nouns have -es:

```
potato → potatoes tomato → tomatoes hero → heroes
```

9 Some nouns have irregular plural forms:

```
man → men woman → women
child → children person → people
foot → feet tooth → teeth fish → fish
sheep → sheep mouse → mice
```

10 Some nouns only have plural forms:

```
clothes trousers jeans
pyjamas glasses scissors
```

Team and family can be singular or plural: My team is/are winning. My family come/comes from Scotland.

Grammar in action

- We can use plural nouns when we tell someone about the actions we have completed. This might be at work: Have you had a busy morning? ~ Yes - four visitors, two meetings, fifteen emails and six phone calls!
- We can use plural nouns when we talk about the things that we want to buy, or that we own. We might talk about a shopping trip:

I need some new clothes. ~ What do you need? ~ Trousers for work, a pair of jeans and some new pyjamas. ~ I'll come with you. I need to get three loaves of bread from the baker's and some tomatoes.

We can use plural nouns to describe the number of people or things we can see. This example is a radio ad:

There are about five thousand people here. Men, women and children are enjoying the sunshine and the music. Come to the Hyde Park Festival!



A short advertisement

Cross out the noun plurals that are wrong in this radio advertisement for a large store, and rewrite them.

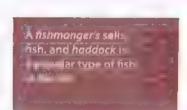
2 3

Come to 'Lacey's'! We've got clothes for mans and womans. We've got toys for children. We've got sofas for families! Persons come from all the citys in UK to 'Lacey's'. Are your foots uncomfortable? Have a look at our shoes. Are you always late for work? Have a look at our watchs. At 'Lacey's' we make people's lifes better!

Shopping

Josie and Juan are at Borough Market in London. Add plural forms of these words to their conversation:

sandwich potato pound piece tomato penny fish loaf JUAN Is this the market, then? There are so many people here! It's very popular. Shall we get some bread first? Excuse me, could we have two **JOSIE** Certainly, Madam, That's three MAN ², sixty, please. (Josie gives him four pounds.) Thank you, and here's forty ________ change for you. Don't spend it all today! JUAN I'm really hungry, Josie. Is that woman selling Yes. I'm hungry too. Can you get me a chicken sandwich? (Josie goes to the JOSIE fishmonger's.) I'll buy some ______5 for tonight. WOMAN Morning, love, I've got some nice haddock today. JOSIE All right. Could I have two small ⁶ of haddock, please? JUAN Here's your sandwich, Josie, Shall I get some 7 - we could have chips with the fish tonight. Good idea. There's a greengrocer's over there, Could you get some JOSIE⁶ at the same time? We could have a tomato salad. WOMAN That's three pounds for the fish please, darling, JOSIE Here you are, Thanks very much.





OVER TO YOU Now go to page 125.

There is there are this that these and those There is, there are

1 Look at these examples:

There's a cash machine at the supermarket. There aren't many people here.

Are there any Brazilian students in your class?

2 There is/are: if the noun after there is singular or uncountable, we use the singular form of be:

There's a good film at the cinema. There isn't any sugar left, I'm afraid.

If the noun is plural, we usually use the plural form

There are two pizzas in the fridge. There aren't any shops open now.

3 To make questions, we put be before there: Is there a supermarket near here?

and we use was/were after there to talk about the

There weren't any tickets left.

4 We often use these words after there + be:

a/an any some much/many/a lot of/lots of two/three/hundreds etc.

There's a cat under the car. There wasn't any science homework last week. There were three hundred people at their wedding.

We sometimes use there + be with a problem: There's a problem at work. I may be late home.

Grammar in action

- 1 We use there + be to talk about where things or people are. We might talk about our town: There are a lot of police in the town centre today. There's a new cinema outside town. Is there a car park near the High Street?
- We use there + be to talk about when things happen. Here, we're making plans: There's a good play at the theatre next week. Or there

are one or two new films at the cinema. ~ OK. And is there a market on Sunday?

- B We use there + be to talk about numbers. We might talk about parties: There were a lot of guests at the party, but there weren't any famous people. There are two parties tonight. Which one shall we go to?
- We often use there + be to talk about which items we have at home. Here, we're talking about food and drink:

Is there any butter left? There are some biscuits in the cupboard.

And we use there + be to talk about the types of food that are in a meal: Don't worry. There isn't any meat in the pasta. Is there any sugar in the coffee?



A Where things are and when things happen



Fabio is talking to Fukiko in the kitchen of his university hall of residence. Put the words in brackets in the correct order, and add them to the conversation.

FABIO How long have you been here?

FUKIKO All summer.

FABIO Great, can I ask you some questions? For example, are there any buses ... (buses/any/there/are) that go into town?

....¹ (bus stop/a/there's) outside the hall. The journey into FUKIKO Yes, the town centre only takes ten minutes. And if you want to go to a concert or 2 (bus/another/there's) from the centre, something in Bristol, ... or you can take a train.

FABIO That's fine, but

3 (a/there/is/supermarket) on campus? 4 (a/was/shop/there) here in the summer but it's closed FUKIKO No, .. ⁵ (good supermarkets/there/four or five/are) in town. now But

6 (a/there/laundrette/is)? FABIO OK, my last question – ...

HOLLY	Well, there's a room with washing machines, but you don't pay - you just take			
	some washing powder with you	J. So, are you ready for your first classes?		
FABIO	1 think so -	(is/anything/there) tomorrow?		
HOLLY	Another question! Well,			
	morning, but	9 (two/are/lectures/there) in the afternoon.		

Talking about numbers

It's nearly Christmas. Holly is sending an email to her friend Glenn. Put'/' in the four places where the word there is missing.

Hi Glenn.

How are you? Are you looking forward to Christmas? I know that are lots of things to do, but it's fun, isn't it? We had our Christmas lunch at work today, and were thirty-five of us in a very small Italian restaurant! Then I went shopping, but I didn't buy many presents, because were thousands of people on Oxford Street. Anyway, are only six days left until Christmas now. The kids will be excited this weekend. Perhaps I'll take them to the cinema - are one or two new Christmas films at the moment. Do you want to bring your two boys if we go to something? Let me know. Bye for now!

Talking about food and drink

Sam and Tom return to Tom's flat after an evening football match, Add the following phrases to their conversation. You will need to use two phrases more than once. Use capital letters where necessary.

.....

there isn't there aren't there are is there are there there were there's

SAM (Looking in the fridge) Well, 4 any eggs, so we can't make ar omelette. TOM Wait a moment! 5 some tomatoes in the fridge and there's onion in the cupboard. SAM OK. 6 any pasta? TOM Yes, 7 a lot of pasta, actually. SAM Well, that's fine. 8 any chillies or garlic or anything like that		
Are you sure?	SAM	Is there of anything to eat?
TOM	TOM	No,1 nothing, I'm afraîd.
SAM (Looking in the fridge) Well, omelette. TOM Wait a moment! sonion in the cupboard. SAM OK. sonion in the cupboard. SAM Vest, solid	SAM	Are you sure?
omelette. TOM Wait a moment!	TOM	³ two pizzas in the freezer, but I ate them at the weekend.
onion in the cupboard. SAM OK	SAM	, 33,
TOM Yes,	TOM	
SAM Well, that's fine. * any chillies or garlic or anything like that TOM * two green chillies at the bottom of the cupboard, and we got some herbs, but 10 any garlic, I'm afraid. SAM Don't worry. I think we've got enough. TOM OK, but what are you cooking?	SAM	OK6 any pasta?
TOM got some herbs, but	TOM	Yes,
got some herbs, but	SAM	Well, that's fine. 8 any chillies or garlic or anything like that?
SAM Don't worry. I think we've got enough. TOM OK, but what are you cooking?	TOM	9 two green chillies at the bottom of the cupboard, and we've
TOM OK, but what are you cooking?		got some herbs, but
	SAM	Don't worry. I think we've got enough.
SAM It's an Italian sauce called 'arrabiata'. It's delicious.	TOM	OK, but what are you cooking?
	SAM	It's an Italian sauce called 'arrabiata'. It's delicious.





There is, there are; this, that, these, and those This, that, these, and those



This is my father and that's my grandmother.

6 Here are forms of this, that, these, those:

SINGULAR	PLURAL
this chair	these chairs
that chair	those chairs

7 We use this, that, these, those with nouns:
This shop is nice, but these jeans are expensive!

We also use them without nouns, when the meaning is clear, and with **one/ones**:

Those are my books. (Those = the books)
Look at these watches. That one at the back is cheap.
(That one = that watch)

Grammar in action

We use this/these (sometimes with here) for things that are near to us, and that/those (sometimes with there) for things that are not so near. To say where things are in a shop, we can say:

These blue flowers here smell quite nice, but those pink flowers in the window look fantastic!

We use this and these to talk about our present and future activities. We might talk about our plans: What are we going to do this evening? ~ Can we stay in? I'm enjoying this film.

And we use that and those to talk about the past. Here, we're talking about a class that's just finished: That was a really difficult class! Did you understand anything? Those written exercises were horrible!

We use this and that when we speak on the phone: Hello, this is Dave here. ~ Dave, is that your mum on the phone? Can I speak to her later?

And we use this and that to talk about friends and family when we meet people:

Steve, this is my husband, Mike. That's our daughter, Sally, over there.

We use that's right to say that a piece of information is correct:

You work at the university, don't you? ~

Yes, that's right.

D A food shop

Marcus is buying some food on his way home. Complete what he says using this, that, those or these.



A holiday apartment in Italy

Sam, who works for Sun Holidays, is showing the Robertson family (Lucy, David and their children Lily and Jack) their holiday apartment in Italy. Add this, that, those or these to their conversation.

SAM	So, this o is your apartment. It's nice, isn't it? That o's the swimming pool over there.				
LILY	Why are¹ children in our pool, then?				
SAM	Well, you share the pool with2 apartment behind3 trees, Lily. Now,4 is your front door5 are the keys, Mrs Robertson. But don't worry if you lose them. Just come and see me at the office.				
DAVID	Is6 the town over there, Sam?				
SAM	Yes. Can you see? shops? There's a good supermarket there, and a baker's.				
JACK	Look, Lily! 8's the sea over there. Can you see boats?				
SAM	OK. I think that's everything. Have a great holidayl				
(Later, i	inside the apartment)				
LUCY	afternoon?				
LILY	I want to go to the beach!				
LUCY	OK, Lucy. But put some of this sun cream on your face and arms, first. Do you remember				
DAVID	After the beach, we could have a meal in one of13 restaurants that we saw14 morning.				
JACK	I want some fish and chips!				
LUCY	You can have fish and chips				



A phone call from school F

Martin is meeting his wife Sophie at work. Add there, this or that to their conversation.

SOPHIE Hi, Martin, I'm almost ready. Tws a is my colleague, Brian, Brian, is my husband, Martin. 2's some coffee in the machine. Pleased to meet you, Martin. MARTIN Thanks. (Martin's mobile phone rings.) Excuse me. Hello, 4's right, I'm Ella's dad, Is 5 a problem at school? 6 Ella's school on the phone, Martin? MARTIN Yes, Ella went to the painting club, but she's not feeling very well. But don't (Martin gives the phone to Sophie.) BRIAN It's natural to worry when the school rings, but normally it's nothing. MARTIN ______9's right. Ella's got a stomach ache, that's all. ______10 was a birthday party at school, and Ella ate too much ice cream. SOPHIE Well, it's not serious, but we'd better go, Martin.



OVER TO YOU Now go to page 125.

Countable and uncountable nouns Countable and uncountable; a, some, any, no

1 Nouns with plural forms are countable nouns because we can count them:

a/one car two cars three cars

We can use a/an, some and the with countable nouns

TANK.	SINGULAR -	STORVE
a:	a cat	-
some:	-	some cats
the:	the cat	the cats

2 Some nouns - uncountable nouns - normally have no plural forms:

moneys homeworks furnitures

Other common uncountable nouns are:

information news advice travel petrol traffic food bread rice pasta milk cheese cake meat weather snow rain ice thunder lightning

We do not use a, or one, two, three before uncountable nouns:

We need to buy a bread. Would you like some toast? Look at the rain! We're going to get wet!

3 With some uncountable nouns, we can use a piece of or other words in front of them:

> a piece of + information, luggage, news, advice, homework, furniture, chicken, cheese, toast

- a slice of + bread, beef, pork, lamb
- a glass/bottle of + water, milk
- a spoonful of + coffee, sugar a cup of + coffee, tea
- a packet of + tea, coffee, rice, pasta, sugar
- 4 We normally use some before uncountable nouns and plural countable nouns (e.g. books, bikes, cities) in positive sentences:

I've got some exciting news! I got some books from the library yesterday.

- 5 We can also use some in questions, when we're making offers and requests: Would you like some tea?
- 6 We normally use any before uncountable and plural countable nouns in negative sentences and questions: There aren't any yoghurts in the fridge. Did your dad give you any advice?

We sometimes use no instead of not any: There are no hotels in this part of town. We have no fish left. I'm afraid.

Grammar in action

We use a, some and any with nouns to talk or ask about the amount of something. We might talk about food:

> Have you got any tomatoes or meat? I could make a pasta dish. ~ Good idea, I've got an onion and some cheese we could use too

We use a/an and some with nouns. when we make requests. We might be in a restaurant:

> We'd like some water, please, and some bread. I'd also like a glass of cola, please. ~ Of course, and I'll bring some menus for you.



We use some with nouns when we offer something in particular. Here, we're talking to some guests at home: Would you like some sandwiches or some cake? ~ No, thanks, we're not hungry.

A A corner shop



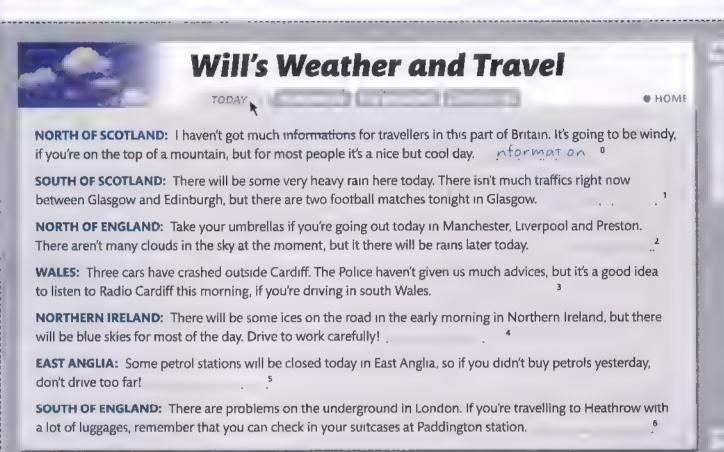
David works in his family's corner shop. Here are some of the things people ask for during the day. Choose the right words.

0	Can I have a	bottle		(slice/bottle/packet)	of milk,	please
---	--------------	--------	--	-----------------------	----------	--------

- 1 Have you got a small(spoonful/glass/piece) of chicken, please?
- 2 Could I have a ______ (packet/piece/bottle) of brown rice?
- (piece/cup/packet) of white coffee with two (slices/spoonfuls/bottles) of sugar, please.
- 4 Can I have four (slices/glasses/packets) of beef?

Will's Weather and Travel Website

It's 8 a.m. Look at Will's Weather and Travel Website. There's one wrong plural form in each part of the country. Cross out the wrong forms and write the correct words at the end.



In a café in the park

Marsha is ordering food for David and their kids, Zoe and baby Ryan. Circle the correct options to complete the conversation.

MARSHA This is a nice café for a families, David. I'll order a some food. You can sit down with the kids.

DAVID Let's find a/some 1 table, kids. Can you see some/any 2 other men here? I think I'm the only one!

WOMAN Hi! Can I help you?

MARSHA Sure. You can look after a/the3 children for the next ten years if you like! I'll ask my husband. David! What would you like? Some/A* sandwich?

No, I've had too much breads/bread5 this week. Have they got any/a6 rice? DAVID

I'd like some toasts/toast⁷, Daddy! I don't want a/-B rice! ZOE How many pieces/piece9 of toast would you like, Zoe? DAVID

MARSHA Two coffee/coffees 10 please, some fried rice and a/some 11 toast, please.

I've got one/some 12 homeworks/homework 13 to do, Daddy. Can you help me? ZOE First, where do a/- 14 tomatoes come from? And second, is it cold in Canada?

DAVID Yes, it is. There's a lot of snow/snows 15 there in winter, Zoe.

MARSHA Here's the food! David, a/the 16 bread looks lovely. Do you want to try my sandwich?

Countable and uncountable nouns Much, many, and a lot of

- 7 Look at these examples:

 We don't have much pasta left.

 There aren't many students in class today.
 I've got a lot of problems at the moment.
- 8 Much, many and a lot of mean a large quantity of. If you say She's got a lot of money, you mean 'she's rich.'
- We use many with plural countable nouns and much with uncountable nouns:

I haven't seen many tourists in London this year. How much information do you need?

- → For more information on countable/uncountable nouns, see p. 86.
- 10 We can use a lot of with plural countable nouns and uncountable nouns:

He's taking a lot of exams at the moment. I listen to a lot of music at the weekend. Toby doesn't play a lot of golf these days.

Exams are countable; **music** and **golf** are uncountable.

Grammar in action

We can use a lot of in positive sentences, negative sentences and questions. Here we're talking about a day out in London:

London has a lot of museums. We didn't spend a lot of money at Harrod's because it was so busy. Did you buy a lot of gifts?

We normally only use many or much + a noun in negative sentences and questions. (In positive sentences, we prefer to use a lot of: I've got much a lot of work to do.) Here, we're talking about food and free time activities:

> How many onions and how much bread have you got? Are there many golf courses in that part of Spain? ~ Yes, but I was busy, so I didn't play much golf in the end.

6 But we sometimes use many in positive sentences when we write. We might write about the UK: The UK has many small fishing ports.

And we can also use much and many in positive sentences after so and too. Here, we're talking about school:

Our teacher was great. He gave us so much advice. I can't come tonight. I've got too much homework to do.

D Talking about school days

Read this article about a small school in Scotland. Add *much* or *many* to the spaces. A 'pupil' is a child at school.

When I was a child there were wary small schools in villages in Scotland. There were only fifteen pupils in my school, for example, and children lived nine or ten miles miles from our village. Our teacher didn't give us homework in the summer, because we had to work on our parents' farms. And sometimes in

snow, and we couldn't come to school. My
teacher was called Mrs McCraig. She read so

books and newspapers, and
she gave us so

bout America and China and Africa! I met her

years after school, and she
still remembered me.

Talking about food and free time activities

Mike and his neighbour Debbie are in Mike's garden. They're going to have a dinner party. Add the correct words or phrases.

MIKE Here's your orange juice. It's not very cold. There wasn't (much/many) ice, I'm afraid.

DEBBIE It's lovely here. Shall we eat outside when our guests come? I could bring some garden chairs.

It's a nice idea, but how ¹ (much/many) garden chairs have MIKE vou got, Debbie?

DEBBIE I'll have a look in my shed. I bought ______2 (a lot of/much of) them last summer for a wedding. What about a barbecue?

But we're going to have a Spanish omelette! You can't cook an omelette on a MIKE barbecue.

3 (much/a lot of) fish, and it's ready to eat. We can DEBBIE I've got have fish instead, with some salad.

I haven't got _______ (much/many) salad. MIKE

DEBBIE I'm sure we'll be OK. How _______ 5 (many/much) lettuce have you got, and how ______6 (many/much) tomatoes?

? (much/ I'll have a look, but I think it's going to rain. There are MIKE a lot of) clouds in the sky.



Buying food in a delicatessen

Megan is in a delicatessen (a shop where you can buy good quality cheese, bread, meat, etc.) Add the correct words from the brackets.

MEGAN Hello! I'd like to buy some o (some/any) of the cold beef, please. It looks nice. How much is it?

(some/a) kilo. The cooked prawns are good, too. I don't It's £4.50 for MAN normally have ... ² (a lot of/much) prawns, but they're cheap at the moment.

MEGAN I'll have 3 (some/any) beef, please. Six slices will be fine. Have you got 4 (any/many) fresh pasta today?

5 (no/much) pasta today, I'm afraid. I've got MAN Oh dear. We haven't got 6 (some/any) delicious cheese from Wales, though, and (some/a) brown bread from a local farm.

9 (a/some) loaf, please? And can I try 10 (much/some) cheese?

Of course you can. Is there anything else? I haven't got 11 (many/much) MAN eggs today, I'm afraid - there are only two left.

MEGAN Don't worry. The cheese is fantastic. I'm sure you sell 12 (a lot of/any) of it. Could you give me half a kilo, please?

Certainly. I'll give you MAN 13 (a/any) bag to carry everything. Can I give you 14 (an/some) advice too? Make sure the cheese is warm when you eat it. It tastes much better!





OVER TO YOU Now go to page 125.

Pronouns and possessives Subject and object pronouns (I, me)

1 Look at this:

subject + verb + object

Did Sam phone Anne?

No, he met her in town.

The second time we talk about Sam, we use **he**; the second time we talk about Anne, we use **her**.

2 Here are the subject and object pronouns:

	a Trans		
	(b)ores	Subject	Diger
I	me	we	us
you	you	you	you
he	him	-	=
she	her	they	them
it	it	-	_

Usually, it's wrong to leave out these pronouns:

No, I don't like it. (NOT No, I don't like.) We are leaving today. (NOT Are leaving today.)

- 3 We can use object pronouns after these verbs + prepositions:
 - agree with belong to laugh at listen to look at play with reply to smile at stay with speak to talk to wait for write to

That bike belongs to **me**.
I smiled at them, but they didn't speak to **me**.
My grandmother stays with **us** every summer.

Grammar in action

- We use subject and object pronouns in daily conversation when it is clear which person or thing we are talking about. We might talk about our family:

 I saw Mark yesterday. I drove him home after work.

 We talked about Mum. He agrees with me. We need to visit her more often.
- We use it to talk about things and animals. Here, we're talking about a visit to the zoo:

I went to London Zoo yesterday. It's in Regent's Park. I saw a baby elephant. It was so sweet.



We use it to talk about the weather, time, days, dates, and distances. Here, it's breakfast time:

Good morning! It's Monday, and it's the sixth of March. You're listening to Radio Bristol.

It's nine o' clock. Get up! It's a lovely day.

How far is it to your new college? ~ Don't worry. It's only a couple of miles. I'll go by bike after breakfast.

4 We use you when we talk to groups of people in lectures and presentations, and at weddings or birthday parties:

Can you hear me at the back?

Can you hear me at the back!
You're all welcome to visit me in my
new house!

We use you to talk generally about people. Here, we're talking about food and drink:

You need a teapot for a good cup of tea!

On a cold day, you need a good, hot breakfast!



A Daily conversation

Marco is staying with the Petts family (Geoff, Linda and their children, Lewis and Kylie) in Warwick. It's Saturday morning. Cross out the underlined words and put a single subject or object pronoun in their place.

LINDA Hi Marco, Geoff didn't bring me a cup of tea this morning. Have you seen Geoff.

MARCO Yes, Geoff 1's playing with Kylie 112 in the garden.

LINDA Thanks. I'll call <u>Geoff and Kylie</u> for breakfast. It's a lovely day. Have you got any plans?

MARCO Yes. I'm playing football in the park with Lewis. I'm waiting for Lewis ________ at the moment.

LINDA Good luck! Lewis likes his bed. (*Marco goes upstairs, and then Geoff brings Kylie into the kitchen.*) Hi Geoff! How's Kylie today?

GEOFF Kylie 5's fine, Linda. Kylie and I 6 played on the lawn, and Kylie ⁷ wanted to have a look in the shed. Then I put Kylie B in the wheelbarrow. Where are the boys? gare going to play football in the park. LINDA Upstairs, Lewis and Marco GEOFF Well, it's a nice day. Perhaps we should take Kylie, and we can all watch the game.

Talking about things, animals, the weather, times, days, dates and distances

Carrie and Jude are listening to the radio in their car. They're driving to a wedding. Add the correct words from the brackets to their conversation.

RADIO	Yorkshire.		You're/They're) listening e/It's) Saturday the tent	
CARRIE	Good. Mark and Steff v the church now?			³ (it's/it/he) to
JUDE	About ten miles, I think (it/you/us) buy?	. Have you got a p	resent? What did	\$250150114 shaqooshidhaddadda
CARRIE	(her/it/him) in Selfridg	e's. Do you remem		6
JUDE	They gave	8 (me/l/it) a	a tie, and they gave you	a dress.
	Look, Jude! Slow dowr it) a dog?			9 (he/she/
JUDE	I think so. It's OKwait.	¹⁰ (lt	/lt's/You) just crossing t	he road. We'll
CARRIE	OK, but what time is	1	1 (he/it/it's)? Are we goi	ng to be late?
JUDE	No, don't worryplenty of time. Relax.	¹² (lt's	s/It/He's) only ten past e	leven. We've got
RADIO	so if you see Benjan £1,000 reward	in, Lord Stafford's	favourite dog, phone u	s, and you'll get a

or something ching good

A reward is money

Talking to groups of people, and talking generally about people

It's the end of a Saturday course at an art gallery in Edinburgh. The teacher is talking to the class. Put '/' in the ten places where the word you is missing.

Ladies and gentlemen, can I ask/to sit down for a moment, please? I'd like to talk to for a minute before you go. Thank you, I hope that will agree with me that we've had an interesting day. When look at paintings carefully, you understand more about the people around you, don't you? And as you relax at home tomorrow, perhaps will think again about some of the beautiful paintings you've studied today. After all, paintings tell you stories about yourselves, your friends and your families. I want to ask you, before go, to look at one final painting, one of my favourites. What do think about when see it? Look at this successful man. Look at the flowers. What do see? I won't give you the answers. I don't have the answers, anyway. But isn't it true that when you get older, understand that some things are important, and some things aren't important? Thank for coming.

Pronouns and possessives Possessives (my, mine)

4 Look at this:

That's my phone. ~ No, it's mine. Yours is blue.

5 Here are the possessive adjectives and pronouns:

PRONOUN	ADJECTIVE	PRONOUN
me	my	mine
you	your	yours
him	his	his
her	her	hers
it	its	its
us	our	ours
you	your	yours
them	their	theirs

6 We use my, your, etc. (possessive adjectives) with nouns: my cat your bag

They do not change with singular or plural nouns: their books (NOT theirs books)

and we use mine, your, etc. (possessive pronouns) instead of my cat, her bag, etc.:

I've got my coat. Is this yours? (yours = your coat) I can't believe this house is finally ours!

- 1 Don't use a/an or the with my, mine etc. This is the your desk - the mine is over there.
- 2 Say Tom and his girlfriend/his wife/his daughter, not her girlfriend etc.
- 3 Its is different from it's (= it is): It's half past seven. Have you given the doq its dinner?

Grammar in action

- We use my, your, etc. to talk about about family members, friends, flatmates, and work colleagues: My parents are coming to London tomorrow. David is his boss, not his friend.
- We use my, your, etc. for parts of the body:

Have you brushed your hair? He's closed his eyes, but he's not asleep.



We use my, your, etc. and mine, yours, etc. to talk about things that belong to us. Tom is talking about the room that he shares with his brother:

My brother Mike is at work at the moment, but this room is ours. All those CDs in the corner are mine, but the suits in the wardrobe are his. ~ Is that your CD player? It's nice. ~ No, it belongs to my parents, actually. The TV is theirs too!

We use my, your, etc. and mine, yours, etc. to talk about personal facts and information. We might be at work:

> This is his office. Shall we knock? Here's my email address. Can I have yours?

This is Sue's desk, and this is mine.



D Talking about family members, friends etc., and parts of the body

Michiko, Pilar, Yuanjian and Guus are sharing a flat in Sydney. Add my, your etc. to their conversation.

MICHIKO	My o mother is arriving thi	s afternoon, Guus, and my room is in
	a mess. Where's Pilar? Perhaps she can hel	p me.
GUU5	She's brushing1 teeth. her to work today. What time does	
MICHIKO	2 p.m. Guus, can you help me? I'll help you come next time.	when
GUUS	I'm sorry, I can't help you. I'm washing	5 hair this morning.
MICHIKO	What? Men don't wash takes five minutes.	⁶ hair! I mean, they do, but it only
GUUS	I'm sorry, but Yuanjian and I are meeting today. We have to look good.	⁷ new girlfriends
MICHIKO	Yuanjian's got a new girlfriend? What abou Beijing? Where is he?	at a girlfriend in

He's cooking some eggs and chips for me. GUUS MICHIKO The most important thing in your life is 9 stomach, Guus. I hope 10 new girlfriend knows this.

Talking about things that belong to us, and about personal facts

Dieter has arrived at Heathrow airport. A customs officer asks him to open his suitcase. Add the words to the conversation. You will need to use some words more than once.

```
my mine your yours his hers
OFFICER What's your oname, sir?
DIETER Dieter Mann, Here's
                                <sup>1</sup> passport.
OFFICER Is this suitcase
DIETER Yes, it's _______3. It's just a small case for
                                                   4 holiday. I'm staying in
       London for a week.
OFFICER OK. Open ______5 suitcase please. (Dieter opens it.)
DIETER Here you are. These are
                                6 clothes, and these are some books.
OFFICER Is everything 7?
DIETER Well, all the clothes are
                                   8, but I borrowed one or two things from my
       brother. This dictionary is
                                    9, for example. Oh, and I borrowed something
       OFFICER No, that's fine. OK, you can close ______11 case. Have a good holiday.
```

Do the cups belong to us or them?

Emily and Tom are leaving Nora and Brian's flat after five years. Brian is emailing Nora, who is on a business trip to India. After the example, there are five mistakes in the first message, and five in the second. Cross out the wrong words and rewrite them.

Hi Nora.

Tom left this morning but her / books are still here! I'll text him tomorrow. I asked Emily for hers key to the flat. But I'm not sure if the blue cups in the kitchen are ours cups or theirs - you forget these things when he live with people for a long time, don't you? By the way, your mum rang this morning. She's going to visit we at the weekend. Is it sunny in Mumbai? I don't know what time he is in India, but I'm going to bed here! Bye!

Hi Brian,

Thanks for your message. Its Monday morning in Mumbai. I've just washed the hair, and I'm looking out of the window. There's a small bird in the hotel garden, and it's singing an Indian song! Anyway, I'm travelling to Delhi later today. It's about two hours by plane. The name of mine hotel in Delhi is 'The Metropolitan'. I hope things are OK now at the flat. Did you text Tom? I think some of those books are my, actually. And the blue cups are our! Your sister gave them to us. And is my mother arriving on Friday or Saturday? Bye for now!

Possessives (2) 's and s' possessive

- 1 Look at these examples:

 This is Lucy, Isobel's daughter.

 Excuse me, but where are the men's clothes?

 This is a photo of my grandparents' house.
- 2 Here are the rules for using the apostrophe ('):
 - We use 's with names and singular nouns: Have you seen Ben's passport anywhere? My boss's office is over there.
 - We use 's with irregular plural nouns such as women, men, children and people: The women's toilets are next to the door.
 - We use s' with regular plural nouns: The footballers' coach is coming!

Grammar in action

We normally use the apostrophe with people, to say that something belongs to someone: Those are Phil's CDs. (his CDs)

We use it to talk about other people's things, and their friends and family:

Lily's dress is wonderful, isn't it? Is that your sister's new boyfriend?

We can also use it with animals:

My dogs' names are Victor and Hugo. (their names)

We usually use of (not an apostrophe) with things:

What's the name of the road? (NOT the road's name)

particularly after words like beginning, end, back, front, top, bottom.

We might talk about a visit to the cinema:

Did you have a good time? ~ Not really. We arrived late, we sat at the back of the cinema, and we didn't see the beginning of the film. (NOT the cinema's back or the film's beginning)

- But we sometimes use the apostrophe with places and companies in the news, or in business: Madrid's new Museum of Modern Art will open in February. Betty Santo is Coca Cola's new boss in Europe.
- We can use the apostrophe without a noun, if the meaning is clear:

This is my camera, but where is Jack's?

We do this when we talk about visiting some shops, our dentist and our doctor:

I'm going to the dentist's tomorrow. Did you get some chicken from the butcher's? ~ Yes, but I forgot to get any tomatoes at the greengrocer's.



When we say **the chemist's** etc., we mean 'the chemist's shop'.

We use the apostrophe to talk about time. Here, a businesswoman is talking to her colleague:

Next month's trip to New York will be interesting.

Did you enjoy yesterday's lunch?

A Talking about other people's things, and their friends and family

Matt, Lucy and their children Thomas and Daisy are having a picnic with their Brazilian friends, Julieta and Rafi, and their boys, Lucas and Sabino. Add two-word phrases with 's or s'.

LUCY Daisy, have you got Daddy's camera^o (camera/Daddy) in your bag? We could take a nice picture.

JULIETA I can't reach them, Rafi, but I think they're under _____2 (coat/Lucas).

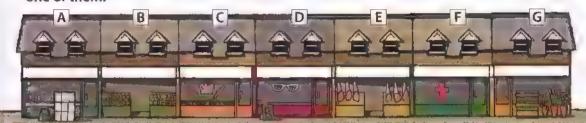
LUCY OK, smile everyone! Thomas, don't eat _______ 3 (sandwich/ your sister). It's been on the ground.

MATT What a lovely day for a picnic! Where's the ______ 4 (football/boys), Rafi? We could have a game.

RAFI Good idea, but Sabino needs the toilet first. Are there any (toilets/men) in the park, Matt? MATT Yes, they're in the café. See you in a minute! Daddy, I've lost my cup. Can I have a drink from _______6 (cup/ Thomas), please? MATT Of course you can. Lucy, can we use the 7 (coats/children) as goal posts in the football game? LUCY Yes, OK. But don't play too close to the food, darling.

Visiting shops B

Henry is leaving a phone message. Add the correct shop names. You don't need to use one of them.



Write the shop names in exercise P

baker's butcher's greengrocer's florist's newsagent's chemist's optician's

'Rosie? I've lost my shopping list, but I think I've got everything. I got some oranges and some onions at the greengrocer's oll got a loaf of brown bread at the 1. I couldn't get your magazine at the _____2, because they didn't have any left. Then I went to the ______3 and bought some more aspirin. Then I picked up your new glasses at the ________. *. Then I town for the next twenty minutes. Give me a ring if you get this message. Bye!'

Talking about news, politics, business and time

This is the homepage of a news website, showing the main 'stories' of the day. Add 's five more times after the example.



- Turkey / Prime Minister arrives in Uganda at the beginning of the Africa Trade Talks
- After today meeting, Shell Chief Executive refuses to answer questions from journalists
- · Film star says that the Government idea for a new airport is wrong
- A small plane lands on the top of a mountain in Peru to help three Australian tourists
- No tickets left for next month concerts by the Philadelphia Orchestra at New York Carnegie Hall

Possessives (2)Some friends of mine

3 Look at this:

What are you doing this weekend? ~ Well, some friends of mine are going camping and they've invited me.

Some friends of mine means 'some of my friends'.

4 We form these phrases like this:

a/some etc.	+noun 💳	- de of	÷ mine, yours, etc.
some	friends	of	mine
a	neighbour	of	ours
а	classmate	of	yours

A neighbour of ours means 'one of our neighours', A classmate of yours means 'one of your classmates': Hi David. A classmate of yours phoned an hour ago. 5 Instead of mine, yours, etc., we can say my brother's or Sara's etc.;

It was a good idea of **Sean's** to go to Paris.

An old friend of **my mother's** phoned last night.

An old friend of my mother's means one of my mother's old friends.

Grammar in action

We use phrases like some friends of mine to talk about our friends and family, and the things they're doing:

> Hello Nick. This is Fran. She's a flatmate of ours. A friend of Sally's has started to work in my office.

D Talking about the things our friends and family are doing

Izzy is writing an email to her friend Rebecca. Use the words in brackets to help you to make phrases with *mine*, *yours*, *my Dad's*, etc.

Hi Rebecca,

I hope you're enjoying your new job. I think it was a good idea of yours of (your idea was good) to go to America. I'm sure it's really interesting there. Things are OK here. Some of my friends) are going skiing next month, and I'm planning to go with them. Then, in the summer, a considerable of my dad's friends) has invited all the family to his new house in France. I think it will be fun. By the way, do you remember a considerable of our schoolfriends), Katie Gray? Well, a fone of her flatmates) is a singer, and he's just made a CD! It's actually in the shops now. Can you believe it? Anyway, there's one more piece of news. A fone of Paul's colleagues) has asked me to a party on Saturday night. I don't really know him, so I hope it was a for my idea was good) to say 'yes'! I'll tell you about it in my next message. Bye for now!

E Amy's party

We use the apostrophe to talk about other people's things, family and friends; to talk about shops; to talk about news, business, politics and time; and to talk about the things our friends and family are doing. Amy is having a twenty-first birthday party. If the underlined phrases are wrong, rewrite them. If they're right, put a tick (\checkmark) .

DAVE Did you go to the jeweller's today o? I hope you didn't spend too much! We aren't rich, you know.

MAISIE Yes. Don't worry. I've got Amy bracelet Amy's pracelet o in my pocket. Who's that tall man in the corner?

1. Why? DAVE I don't know. I suppose he's a friend of Amy's MAISIE I'm sure he was on yesterdays' TV news 2. Anyway, here comes the birthday girl. 3 in the How nice to see you both! I'm putting quest's coats AMY bedroom. Can I take yours? MAISIE Dave will take them. Your necklace is beautiful, Amy. Is it a present? 4 gave it to me. Have you met It is, actually. Marcus's brother AMY him? Daniel! (The tall man comes over.) Daniel, this is Maisie, a good friend of my 5. Maisie, this is Daniel. MAISIE Pleased to meet you, but I'm sure I saw you yesterday on TV. DANIEL Hi, Maisie. You probably saw the opening of my company's new shop on Oxford Street, It's the biggest jeweller's in earrings, or your boyfriend wants to buy you a diamond ring, come and see us! some very special prices. MAISIE I'll introduce you to my husband in a moment, Daniel, but he isn't Londons' number one shopper!

things below from a jeweller's, Match the following word with the correct pleases:



A conversation with a friend in the street

Mandy and her son Freddie meet Toby in the street. Cross out any words that need an apostrophe, and rewrite them above. Look up the word 'lottery' before you do this exercise, if you don't know it.

MANDY Hi, Toby! How are you? How are things going?

brother's

Well, Mandy. There's not much happening really. My brother / wife, Shelly, is going to have her fifth baby in June. The other four are girls, so she's hoping for a boy. Then, my best friend son has decided to go and live in India. He wants to make carpets, I think. And then, do you remember my sisters? Kate and Mirabelle? They have a florist in Birmingham. Well, Kate boss won two million pounds in last week lottery, and she gave Kate a hundred thousand pounds, and now Kate and Mirabelle are going to travel around the world, and my dad is going to buy my sister shop. What about you? Any news?

MANDY No, my life is really boring at the moment. I've just spent half an hour at the dentist. That's not very interesting, is it? And I've just been to the shoe shop as well and changed a pair of Freddie shoes, because they were too small. And then Carly, a friend of mine, is going to Spain on holiday next week. I think that's all.

No, wait a moment. Do you remember my parent house in Cornwall?

TOBY Yes?

MANDY Well, I've got a photo of it. Would you like to see it?

OVER TO YOU Now go to page 125.

25 Adjectives Rea male quan

1 Here are some common adjectives:

nice black new little

We use these words to describe people and things: It's a nice day, isn't it? She's got a little black dog. Your car looks new. Have you just bought it?

2 The form of adjectives never changes: a good book two good books (NOT two goods books)

and when you use an adjective with a noun, the adjective normally comes first:

We had a wonderful holiday.

(NOT a holiday wonderful.)

3 We don't normally use and when we put two adjectives before a noun:

a friendly old man (NOT a friendly and old man)

except for colours:

a black and white cat

4 In writing, you can decide to separate adjectives with commas (,):

It's a beautiful, sad song.

but it's not necessary: It's just a cheap old coat.

- 5 We use adjectives to describe colour, size, shape, our opinions, what something is made of and nationality.
 - → For more information on the order of adjectives and adjectives after a noun or a verb, see p. 100.

Grammar in action

We use adjectives to describe colour. We can tell our friends about something new that we've bought or have received:

What does Steve want for his birthday? ~ A very expensive red and white bike, I'm afraid.

We use adjectives to describe size. Here, we're talking about a person's appearance:

Which one is Keira? ~ She's the tall woman in the corner with short blonde hair.

We use adjectives to describe shape. This might be when we buy something for our home:

We're looking for a dining room table. ~ Round or square, Madam?

A Colour, size and shape

(i) Underline all colour, size and shape adjectives in this email.

Hi Milly

I can come round to your house in the evening, but I'm shopping during the day, I'm looking for a white jacket to wear with my blue and green dress at Julie's wedding. I also want two square Japanese plates, some red roses, a small, round lamp, and a short yellow skirt for my holiday. It's a long list, isn't it? I'd better go! See you later, Kate.

(ii) Now write the adjectives in the correct spaces below.

wh te

1 Colour adjectives:

2 Size adjectives:

3 Shape adjectives:

SIZE igb







little

SIZE

gihh





low

the right order to make size and

shape opposites:

SHAPE	edwi	2		narrow
SIZE	gheu	3		tiny
SHAPE	aft	4		nith
SIZE	lalt		Chie	rhtos

Colour and size

Jamie and Marie have been invited to a summer party with their new neighbours. Add these words to their conversation:

tiny black and blue and red high short man tall green table yellow dress long blonde huge house

- 3		
MARIE	It's a nice party, but we don't really known is that short man by the	ow anyone, do we? For example, e window?
JAMIE	Oh, that's Phil. He's got a	Ferrari. But what about
	the woman with.	hair? Do you
	recognize her?	
MARIE	I think so. She lives in the	4 at the end of the road,
	with a5 wall.	
JAMIE	Of course! And she's got a	
	That's right. Anyway, I'm hungry. Is the	
	I think so. That girl in the	
MARIE	Look! There's a large	a in the garden with lots of
	food and drink. Let's go and eat!	

Size and shape

Look at the picture on the right, and then put the phrases below in the correct order to finish the advertisement for a new town called Springville.

tall, and the streets are parks and a huge round Wouldn't you like to live in a nice town welcome when you arrive. lake? In our new town the trees are wide. Make a short with two beautiful small journey to Springville. We'll give you a big

Wouldn't you like to live in a nice town...



Adjectives Order of adjectives

- 6 When we use more than one adjective before a noun, there is normally a correct order. For example: a new French restaurant (NOT a French new restaurant)
- 7 Adjectives that give our opinion, like nice, normally come before other adjectives that describe facts, like hot, so we say:

a nice hot bath (NOT a hot nice bath)

More examples of words to give our opinion:

good nice important special wonderful great fantastic beautiful funny (un)friendly bad horrible awful

8 When you have more than one fact adjective, we normally put them in this order before the noun:

SIZE	AĢE	SHAPE	COLOUR	NATIONALITY	MATERIAL
an	old	bi	ue	jumper	
а	small	G	erman	town	
а	round	d gi	ass	table	

Here are some common nationality adjectives:

American Australian Chinese Dutch English French German Greek Indian Irish Italian Japanese Portuguese Scottish Spanish Turkish Welsh

and some adjectives to describe materials (what something is made of):

cotton silk gold silver metal plastic leather wooden

9 We can use an adjective on its own after be and also after:

look seem feel taste smell sound

For example:

This cake is delicious! Some languages seem difficult. Your exam sounds horrible!

Grammar in action

4 We use adjectives to describe our opinions, what we see, hear, taste and smell, or how we feel:

You smell fantastic! ~ I know. I bought a wonderful new perfume

have a good rest.

I feel awful today. ~ Go home and

We use adjectives to describe nationality. Here we're telling someone about our family history:

> My mother is Canadian and my father's Italian. ~ Really? My grandparents were both Russian.



Did you have a good summer?

If the opinion and fact adjectives are in the correct order, put a tick (). If they're wrong, cross them out and re-write them.

BELLA	Hi Craig! Did you have a good summer?
CRAIG	Not had thanks We had a newenecial

CRAIG Not bad, thanks. We had a new special Special new oproject at work, but I still had time for a fantastic short _______ holiday in Greece. The weather was beautiful. What about you?

BELLA Well, we stayed in a Scottish wonderful ________ castle for a week in August, and then we visited my brother in his old horrible flat in Edinburgh! But it was nice to see him.

CRAIG Really? I know a fantastic little _______ hotel in Edinburgh. It's a friendly city, isn't it?

BELLA Sure, but busy in the summer. Anyway, we found a Portuguese great * restaurant near the Royal Mile, so we were quite happy!

E For sale ads

Sometimes people advertise things they want to sell in local shops. Look at these 'ads' (advertisements) and put the adjectives in the correct order.





F A meal in an international restaurant

Carol and Mark are looking for a place to eat. Choose the correct verb, and add an s if you need to.

CAROL	This restaurant	00K5	(smell/look) friendly, and the menu
		eem/taste) interesting. Shall we go in?
MARK	Sure. After you. (They en	nter.) Is it S	panish or African or what?
CAROL	I don't know. The music	,, , ,	² (sound/look) South American, actually.
MARK	But the food		taste/smell) Indian! Shall we sit down?
WAITER	Welcome! You both		feel/look) hungry. You've come to the
	right place. Table for tw	o here by	the window?
CAROL	Thanks, but it	. 5 (1	eel/sound) a little cold here. Can we sit over there?
WAITER	Of course. Here's somet	thing to ea	at. I'll get you the menus and some water.
CAROL	This dish	6 (tas	ste/look) a bit funny. You can try it first, if you like!
MARK	OK. (He eats some.) It	** * *	7 (taste/sound) quite nice - Mexican, perhaps?

Comparative and superlative adjectives Comparative adjectives

1 Look at this conversation:

Where do you want to eat tonight? At the hotel or in town? ~ It'll be cheaper and more interesting in town. Have you been to Paulo's? ~ No. Is it good? ~ Well, it's noisier than the hotel, but it's better fun.

- 2 The words cheaper, more interesting, noisier and better are comparative adjectives. To form them:
 - For short adjectives (one syllable), add -er:

```
small → smaller short → shorter
tall → taller old → older
new → newer slow → slower
```

or, if the adjective ends in -e, add -r:

nice → nicer wide → wider late → later

· For short adjectives, ending in one vowel and one consonant, we double the consonant before adding -er:

```
big → bigger sad → sadder
hot → hotter fat → fatter
thin → thinner wet → wetter
```

These short adjectives are irregular:

```
good → better bad → worse far → farther
```

· For most long adjectives (two syllables or more), we put more first:

```
important --> more important
expensive --- more expensive
```

For long adjectives ending in -y, we use -ier:

3 We often use than with comparative adjectives: Scotland is wetter than England.

but it's not necessary:

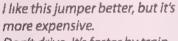
It's colder today, isn't it? (= it's colder than yesterday)

4 We use comparatives to compare two things: England is bigger than Scotland.

> We sometimes use a lot/much or a bit/a little: You can lift it. You're a lot stronger than me! The exam today was a bit easier, wasn't it?

Grammar in action

1 We use comparative adjectives to compare things that we buy, and services that we use:



Don't drive. It's faster by train.



- 2 We use comparative adjectives to compare places: Her new flat is nicer than her old one. It's much bigger. Spain will be sunnier than France at Easter.
- We use comparative adjectives to compare people. We might talk about how a friend has changed:

Tom is much friendlier than he was when we were at school. He looks different too: he's taller than me now, his hair is longer and he seems happier.



A Comparing things we buy and services we use

Fareed is buying a new laptop. Change the underlined words into comparative adjectives.

	/KC 28, are very popular at the moment, newer, but the Helix is cheap
Can I touch them? Which one is he	eavy
The VKC is <u>light</u> .	³ than the Helix, but it's also <u>wide</u>
6 . And I suppo	5, but much <u>thin</u> ose it's <u>powerful</u> 7 too,
	can I touch them? Which one is he The VKC is light Yes, you're right. The VKC is big.

WOMAN	It's <u>fast</u> , yes. But the hundreds every week.	Helix is still a good computer. We sell
FAREED	You said the VKC was <u>expensive</u> price?	⁹ . What's the difference in
WOMAN	The Helix is £400 and the VKC is £600.	
FAREED	Thanks. I think the VKC is a little good	10, but I'll take the Helix!

Comparing places

'Visit England' is a magazine in English for Polish students. In this article, the writer is comparing study holidays in Liverpool, a big city in Lancashire, and in Beverley, a small town in Yorkshire. Circle the correct comparative adjectives.

Of course, Liverpool is much bigger) biger than Beverley. It's also famouser/more famous that noisier/noisyer than Beverley. and, when I was there, weter/wetter 3! (It rained every day!) I spent two weeks in the Lancashire city last March, and I loved it. I stayed in the more old/older 4, busier/busyer 5 part of the city, near the river Mersey. I went on the Beatles tour, and I watched Liverpool FC play against Newcastle. (Newcastle won.) It was a good game, but football matches in England are much more expensive than/as 6 in Poland - I had to pay £45 for a ticket. Then I spent a week in Beverley at a smaller/more small 7 language school. Beverley is beautifuller/more beautiful 8 than Liverpool, and the people were more friendlier/friendlier 9 to me. It's a richer/more rich 10 and cleaner/cleanner 11 place too, – but perhaps Liverpool is more interesting/interestinger 12 in the end.

Comparing people

Dan is having breakfast with his 10 year-old daughter Amy and his 4 year-old son, Josh. Use the words in brackets to make phrases with comparative adjectives. Use short forms of the verb be.

DAN	You're ear er for preakfast (You/be/early/for breakfast) today,
	Amy. Is it a normal day for you?
AMY	No. Mr Brown is teaching us today and tomorrow1 (He/be/
	bad/than) Mr Samson² (He/be/fat), too.
DAN	I'm sure Mr Brown isn't fat, Amy.
AMY	3 (Mr Samson/be/nice and funny), and 4
	(he/be/intelligent).
DAN	All your teachers are intelligent, Amy. I'm sure it's a very difficult job for Mr Brown, with a class of 10 year-old kids.
JOSH	5 (Be/it/difficult/than) your job, Daddy?
DAN	I don't know6 (I think/I/be/lucky), because I can work at home.
AMY	Daddy, 7 (be/l/pretty/than) the girl on 'Top TV'?
JOSH	* (You/be/silly/than) her!
DAN	You're both pretty, Amy. Are you ready for school?
JOSH	Yes, but I want some more toast, please.
DAN	" You/be/hungry/than) usual this morning, Amy.
AMY	Because 10 (it/be/cold) today. Daddy, do you think Mr Brown eats a lot because he's cold?



Comparatives and superlatives Superlative adjectives

5 Look at this example:

'Paulo's' is the best restaurant in town. Their pizzas are the biggest and the most delicious!

- 6 The best, the biggest and the most delicious are superlative forms. To make superlative adjectives:
 - For short adjectives and long adjectives ending in -y, take away the final r of the comparative form, and add -st:

```
small --- smaller --- the smallest
nice \rightarrow nicer \rightarrow the nicest
big → bigger → the biggest
happy -- happier -- the happiest
```

For long adjectives, change more to most:

important -- more important --- the most important

Irregular forms:

```
good → better → the best
bad \rightarrow worse \rightarrow the worst
far → farther → the farthest
```

Before superlative adjectives, we usually use the: Picasso is the most famous Spanish painter.

After superlative adjectives, we sometimes use of: Sunday is the best day of the week! It's the smallest of the three hotels.

but we use in for places and groups of people: She's the richest woman in Britain, (NOT of Britain) Dave is the funniest student in the class.

8 We use superlatives when we're comparing more than two things:

> There are four countries in the UK. England is the biggest.

We sometimes use the present perfect with ever after the superlative form:

What is the worst meal you've ever eaten? This is the most beautiful park I've ever seen!

Grammar in action

4 We use superlative adjectives to talk about the best, worst or most interesting places, people and things: Heathrow is the busiest airport in Europe. This is the most comfortable room in the house. It's the fastest family car in the UK. It's the saddest film we've ever seen.

Talking about the best things about the Seychelles

Look at the home page of the website for 'Seychelles Holidays'. Change the underlined words into superlative adjectives.

Seycheller Facto (and Upm The Republic of Seychelles is the small small est ^o African country, and it's the place in the world for your hol day! good of the hundred and fifty five islands is Mahé, with an The big international airport. and the <u>warm</u> _______ seas. 5 times of year are December and January (but they're times to visit). also the <u>expensive</u> 7 island is La Digue - it's like a journey into the past! The peaceful The nice _______* restaurant in the Seychelles is 'André's' in Anse Lazio. (Another free meal, please, André!) The best Creole music is by the <u>famous</u> Seychelles musician, the wonderful Jean-Marc Volcy!

Choosing a flat in London

We use comparatives to compare things we buy; services we use; places; and people. We use superlatives to talk about the best, worst or most interesting places, people and things. Sean and Thierry want to share a flat in London. They've looked at three flats, and now they're in a café. Add these words to the conversation:

if you rent a flat, you landlord or landlady the parton you can

eve	er in most of the than dirtier expensive friendlie	r nearer				
SEAN What did you think about the two flats in Camden?						
THIERRY	The first one was bigger, but it wasdirtiero too.					
SEAN	You can clean a flat though, can't you?					
THIERRY						
SEAN	Perhaps, but it was also noisier² the first	one, because it				
	was 3 to the road.					
SEAN	may marent three near many many many many many many many many	vere they? What				
	about the one in Crouch End?					
THIERRY		6 the three flats				
SEAN	I agree. But it was also the most 7. We have money, have we?	en't got enough				
THIERRY		⁸ best cappuccino				
ITHENNY	north London here. We can look at some more flats this					
	afternoon.					

Choosing a singer for a musical

Desmond and Jilly are trying to find a singer for a new musical. They saw three singers this morning. Change the underlined adjectives into comparatives or superlatives.

```
Hi Desmond,
                                                                                              o singer l've
What did you think about the guys this morning? Charlie was the loud
                                                                                        1 voice in London.
ever heard! My ears are still hurting. He's probably got the strong
                                                      <sup>2</sup> dancer than him, and his voice was good too. But
I liked him, but Luke was a good
                                                                          <sup>3</sup> guy today, looked great, but his
Luke hasn't sung in a big show before. Matt, the tall
                                     4 than Charlie's. We've got to decide soon, but we could see them again
voice was weak
tomorrow. What do you think?
Jilly
```

Hi Jilly. 5 today with the guys than yesterday with the girls. Luke is the young It was difficult 6, isn't he? He was also the good 7 dancer this morning, but I don't think he's ready. It's hard to sing every night for six weeks, isn't it? Matt is old 9 voice of the three, I'm Luke, and he's got the right face, but he's also got the bad 10 of the guys. We can teach him to dance later! afraid. In my view, Charlie is the good Desmond

Adverbs of manner Quickly; easily; carefully

1 Look at this conversation:

Are you driving to the match? ~ Yes. I don't think we'll win today, because we're playing so badly at the moment. ~ Well, drive carefully. The roads will be busy.

2 Badly and carefully are adverbs of manner. We form them from adjectives:

For most adverbs, add -ly to the adjective:

clear → clearly correct → correctly loud → loudly perfect → perfectly polite → politely proper → properly quick → quickly quiet → quietly secret → secretly serious → seriously silent → silently slow → slowly

For adjectives ending in consonant (b, c, d, etc.) + -y, change -y to -ily:

angry → angrily easy → easily heavy -- heavily noisy -- noisily

For adjectives ending in -ful, double the I before adding -y:

beautiful → beautifully careful → carefully successful --> successfully

For adjectives ending in -le, take away -e, and add -y: simple → simply terrible → terribly

3 Adverbs of manner tell us how things happen. They normally go after the verb:

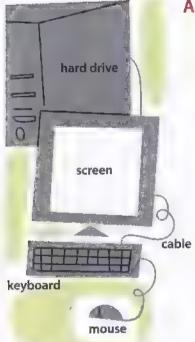
> It rained heavily all morning. You need to walk carefully in the snow.

or after the verb + direct object: He sana the sona beautifully at the concert. (The word 'song' is a direct object.)

Grammar in action

- 1 We use adverbs of manner to describe how things happen. Here, a boss is talking about her employee: She does her job perfectly. She speaks clearly and she works quickly. She sells our products successfully.
- We use adverbs of manner to tell people how to do things, such as instructions for cooking: Add the eggs and flour carefully, then stir the mixture slowly.





Describing how things happen (1)

Karen is at home with her flatmates, when her phone rings. Cross out the adjectives and add their adverb forms to the conversation.

KAREN Hello? Shula? I'm sorry, I can't hear you. My friends are talking so lovaly (loud). Just a moment. Mike, Joss! Shut up! That's I've got a problem, I bought a new computer yesterday. I think I've fixed it (correct), but it doesn't work very well. What? You'll come round? That's very kind, but you know it's raining ________ (heavy)? OK. Thanks. See you later.

KAREN (Ten minutes later) Thanks for coming, Shula. I fixed the computer and the printer 4 (careful), but something is wrong. Do you think there's a problem with the hard drive?

SHULA I'll have a look.

SHULA Everything looks OK. I'm going to try to print something.

KAREN It's printing very 6 (noisy), isn't it?

SHULA	Yes, but it's only because the cable is in the wrong place. Don	't worry. Can you lift
	the keyboard? (slow), please? I'll hold the	e mouse.
	The noise has stopped. How did you do it so	^B (easy)?
SHULA	Because I'm fantastic! Can you make me a cup of tea now, ple	ase?

В Telling people how to do things

Sarah is going to work as a tour guide for tourists visiting her home town, Gloucester. Debbie, her boss, is giving her some advice. Use the first two letters of the adverbs in brackets to add the full words to the conversation. All of the adverbs are in the lists on page 106, but try to do this exercise without looking back.

You have to speak (cl) Grearly ^a , of course, so everyone understands you, and you should also speak (co)1. People will tell you if you make grammatical mistakes!			
I'll remember that. When we're in the town centre, can we go into the market?			
Yes, that's a good idea, but there's a lot of noise in there, so you have to talk (lo) 2. And after the market, you can go towards the cathedral, but was (sl) 3 - there's a lot to see on the way.			
OK. I can show them some of the old shops. By the way, I think people have to pay something when they enter the cathedral, don't they? What should I do?			
Don't worry. Just ask the group (po)			
Do you think the group will know it's my first time as a guide?			
Don't worry. You'll be great. I'm sure you'll do it (be)			



Describing how things happen (2)

Now Sarah is emailing Debbie to tell her about her first tour, First make these adjectives into adverbs:

propei loud	r properly	quick	slow
	4************	angry	heavy

Then add them in order into the underlined parts of the text.

properly

The tour went well, I think. I hope I did it /.º I met the group at the bus station at nine thirty. We walked into the town centre,1 and I took them to the market. We had a really good time there. Then we walked to the cathedral.2 But there was one problem in the cathedral. One of the tourists asked a question,3 and a tall woman said something.4 But it was OK in the end. We had a good visit, <u>Unfortunately, it rained on</u> the way back to the bus station,5 but most of the group had umbrellas!

Best wishes,

Sarah



Adverbs of manner Well; early; fast

4 Well

The adverb of manner from the adjective good is well: She plays most sports well. I slept well last night.

We often use very and quite with well: Fran speaks Chinese very well. I don't remember films very well. Tom and I both swim quite well.

→ For more information on very/quite + adverb, see Unit 28 on p. 110.)

To do well means 'to be successful': He's doing well at university. The company isn't doing very well this year.

But remember that well can also be an adjective: How are you? ~ I'm very well, thanks.

and a word we use when we start to speak: What are you doing this evening? ~ Well, I think we'll Just watch TV.

Look at the way we use the expression well done:

I passed the exam. ~ Well done!

5 These adverbs of manner have the same form as their adjectives:

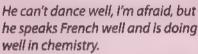
early late fast hard

The bus is late again. (late = adjective) We mustn't arrive late! (late = adverb)

Here are some more examples of these adverbs: Do you get up early? He drives very fast. It's dangerous. We're all working hard for the exams.

Grammar in action

We use well to talk about our ability to do things. Here, a teacher is talking about a student's progress at school:



4 We use early and late to talk about when things happen, and fast and hard to talk and ask about how we do things, such as on a journey:

> That's our bus! It's arrived early! How fast can you run? We don't want to miss it!





Talking about our ability to do things

Molly is sending an email to Dave on Saturday morning. After the example, add well five more times.

Hi Dave

well I went to Marie's concert yesterday evening. She sang 7. She plays the piano very, too. I'm not very good at music, as you know, but I can cook quite, and I can paint, so I'm lucky, aren't !? Anyway, do you want to meet later today? I don't really want to go to Sammy's party this evening. I didn't sleep very last night, so I feel tired today. We could go to that new Japanese restaurant on Dean Street. Greg says that it's doing. Hope to hear from you later.

When things happen and how things happen

Dave is replying to Molly's email. Add the correct adverbs to their conversation.

Hi Molly, I had a terrible day yesterday. First, I got up very ate o (hard/late) so I had to eat my breakfast 1 (fast/early). Then I cycled to work, but it was raining 2 (hard/fast), so I got very wet. Anyway, I worked really .3 (hard/early) all morning, and I ate lunch (hard/early), at about twelve o' clock. After lunch, the sun was shining, so I went for a walk, and I forgot about my meeting with my boss at twelve thirty! I ran 5 (fast/early) back to the office, but I arrived fifteen minutes ⁶ (late/early). He wasn't happy. The rest of the day was OK. I just cycled home, ate my dinner and went to bed [7] (early/hard)! Shall I meet you at the restaurant at one o' clock? I won't be late!

A skiing holiday

We use adverbs of manner to talk about the way things happen; to tell people how to do things; and to talk about our ability to do things. Ben is at an internet café with his friend Candy on Friday evening. If there is an adjective in brackets at the beginning of a line, add its adverb form in the correct place.

BEN (good) Can you ski /, Candy?

CANDY Yes, I'm pretty good. Why are you asking?

(early) There's a skiing holiday here for two in BEN Switzerland for £50, if we leave in the morning.

Really? Why is it so cheap? Is there any snow there at CANDY the moment?

BEN (hard) Yes, it snowed last week in Austria and Switzerland.

CANDY (quick) Can we pack enough? It's nine o' clock already.

BEN (bad) I think so. But there is one problem. I ski very, I'm afraid.

CANDY (fast) Oh. Well, there will be a ski school. I'm sure you'll learn.

BEN Give me some advice.

CANDY (correct) You have to move. That's the important thing,

BEN (slow) And you have to turn, don't you?

CANDY And you have to fall in the snow ten times an hour! Come on, let's go home and pack.



Adverbs of degree very numgry early yureth

1 Look at these examples:

She speaks very quietly. I can't understand her. I'm quite hungry. Shall we stop for a sandwich?

2 Very and guite are adverbs of degree. We can use these adverbs before adjectives:

I loved the film. It's very funny.

or before other adverbs: He spoke quite angrily to us.

3 We use very to make the adjective stronger. We can also use really:

> It was very kind of you to help me. I'm really tired. I could sleep for hours!

4 Quite is not as strong as very. We use it to make the adjective weaker. We can also use fairly or, in informal English, pretty:

Harry is quite good at tennis. (= He's good at tennis, but not wonderful.)

The exam today was fairly easy. (= It was OK, but not simple.)

You don't need a coat. It's pretty warm outside. (= The weather is warm, but it isn't hot.)

5 We can also use really and quite with these verbs:

really + enjoy, like, love, want, need, hope, hate quite + enjoy, like

Here are some examples:

My mum really loves the Beatles.

He really hates fish.

We auite enjoy musicals.

I quite like Shakespeare, but I prefer modern writers.

We can't use very in this way:

I very enjoy football.

Grammar in action

1 We use very, and really to say things strongly, when we want to give extra emphasis to what we say. We can do this when we tell a friend about a particularly good or bad experience we've had:

> The roads were really busy and we arrived very late at the church. I felt really terrible. But the bride was really beautiful and we were very pleased to be at the wedding.

2 We can use quite, fairly and pretty to say things less strongly. Here we are telling a friend about a book:

This book isn't fantastic but I quite like the story. It's fairly long and quite complicated, and the characters are pretty boring.



Saying things about our lives more strongly

Naomi, Etsuko and Henry are meeting in a café after work. Put the words in brackets in the correct order and add them to the conversation. Use capital letters where necessary.

ETSUKO	I'm really firea (tired/I'm/really). How was your day, Henry?
HENRY	OK thanks, Etsuko.
	(very/is/my new colleague Simon/friendly). What about you, Naomi?
NAOMI	Terrible! 2 (important/meeting/
	really/for a/I was late) in the morning, and then I had a headache all afternoon.
ETSUKO	That's too bad.
	(need/l/another coffee/really). I'll get three more.
HENRY	What did your boss say, Naomi, when you were late?
NAOMI	⁴ (very/she/angry/
	was), because we had visitors from France, and they arrived an hour early!
HENRY	Oh dear. Anyway, it's Friday tomorrow.
	(I/weekends/love/really)!
NAOMI	Me, too. I want to find a new sofa, but
	(cheap/to be/very/it's got). I don't
	have much money left after my holiday.
HENRY	Well, 7 (you find one/hope that/really/l).

Saying things less strongly

Paul is a British student studying for a semester in Toronto. Look at his blog. Rewrite the underlined parts of the text, adding the adverbs in brackets.





I've just finished my first month in Toronto. It's been hard. (quite) It's been quite nard o, It's a new country for me, after all. I flat quickly. (quite) 2. My new flatmate is called Billy. He's funny, (pretty) _______3, so we laugh a lot. It's good. And I like the food here (quite) 4 you get a great burger in the college café, for example. Billy has a car, so he gives me a lift to college sometimes, and the bus service is good (quite) _____s – but it takes about an hour. Our teachers are young, (fairly) ______6, but there are about a hundred students in my class, so you can't really ask questions. Oh, and it's cold here! (pretty) I bought some warm clothes, but they were expensive. (quite) to watch an American football game with him. Bue for now!

Giving extra emphasis or saying things less strongly

Liz's company is going to sell a new type of car, called the 'Sunflower'. Liz is talking to Charlie and George. Say things more strongly (M) or less strongly (L) by crossing out the wrong adverb.

LIZ (M) When do you think we should launch the Sunflower? It's quite/really important to find the right time of year.

CHARLIE (L)1 Sure. August would be quite/very good, I think.

GEORGE (L)² No, that's late, Charlie. It's a summer car, I know, but consumers buy cars

fairly/really early.

LIZ OK, we could launch the car in May, then.

CHARLIE (M)3 All right, but that's pretty/very soon. We need to finish the TV ad.

GEORGE (L)4 I saw the idea for the advert yesterday, Charlie. It's quite/very serious, isn't it?

CHARLIE Yes, but I think people will remember it.

LIZ (M)5 Sure, they'll remember it, Charlie. It's fairly/very beautiful.

GEORGE (L)6 But it's also really/pretty sad. My question is: do we want a sad ad?

LIZ George may be right. It is a summer car after all, Charlie. Summer normally

means holidays. It's a happy time.

CHARLIE (M)7 But we've got Sam Taylor in the ad. He's really/quite famous!

GEORGE He's a wonderful actor, Charlie, but he's a wonderful actor in some very sad films.

LΙΖ (M)8 George is right. Charlie, I'd like you and George to work together on this. Is

that OK? I think you could be fairly/very special together. What do you think?

CHARLIE I'm sure it will be fine, thanks, Liz.



Adverbs of degree *Quite a big cake; a really good book*

6 When we use **quite** with an adjective and noun, we normally put **quite** before a/an:

Track of the	guire	+ alan	-adjecin	re noun
lt's	quite	a	long	journey.

But we put very, really, fairly and pretty after a/an:

a/an + very, really, etc. + adjective + noun					
lt's	a	really	good	film.	

We can also use quite with a lot of:

I've bought quite a lot of vegetables.

(We can't use very, really, fairly and pretty in this way.)

With some adjectives, like right and true, quite means 'completely':

That's quite true. (= That's completely true.)

Grammar in action

We normally use quite before a/an + adjective + noun, and we also use quite with a lot of to add more detail when we describe something. Here, we are describing a trip to the cinema:

It was quite a good film. We ate quite a lot of popcorn.

D Ouite a hard life

Read the beginning of this magazine article. Then add the correct adverbs from the brackets.

My husband and I have a hotel in France.
It's q te o (fairly/quite)
a hard life. We get up early because
there are1 (quite/
pretty) a lot of things to do every day.
After breakfast, I go to the local market.
All my friends go to the market, and I
it. There's a good butcher's there, and a
³ (fairly/quite) cheap
greengrocer's. Back at the hotel there are
of sheets, pillowcases, towels and basins
to clean! It's a
(pretty/quite) difficult job, because we
don't have a washing machine at the
abit that the artesting indentite at the

moment! We have6
(quite/pretty) a small restaurant at the
hotel, but it gets busy at lunchtime. My
husband cooks in the kitchen, and I
make sure that everything is OK in the
restaurant. ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Quite) a lot of local people come for
their lunch, and we
(fairly/really) like to give them a good,
hot meal at a
(pretty/quite) low price. After lunch,
I usually sleep for half an hour, and
then the afternoon begins! It's always a
10 (quite/really) long
day, but we love it here!

A gallery opening E

Ben, Angie and Derek are at a 'gallery opening' (the first night of an art show) in Glasgow, Decide if the adverbs of degree have been used correctly. If they have, put a tick (\checkmark). If not, write the correct word(s).

The colours in her paintings are quite _______ good, you know. BEN ANGIE Oh yes, I fairly really love her paintings! DEREK I don't agree. Look at this painting, 'The Evening Sea', for example. The sky is quite ¹ nice, I suppose, but the sea is pretty ____² horrible. ANGIE You may not like it, but someone will pay pretty ______3 a lot of money for it! Sssh! She's here tonight, you know. BEN DEREK I very _____ 4 hope she is! I can give her my opinion. ANGIE She comes to all her first nights, but she wears a very _____5 long wig! DEREK I don't believe you! ANGIE Look! I'm fairly ______6 sure that's her in the corner. DEREK Really? She's fairly, 7 a young woman, then. Do you very ______ s want to speak to her, Derek? BEN DEREK Well, I can tell her that the sky in her painting is pretty nice _______, can't I?



An interview in central London

A journalist is interviewing people who work in central London. Add the adverbs in brackets in the order in which you see them.

WOMAN You work in a travel agent's at Oxford Circus. What's it like?

(pretty, really) Well, it's / busy, of course, but I / like this part MAN of London.

WOMAN Why is that?

(quite, quite, very) First of all, it's a friendly place, in fact. MAN For example, there are a lot of cafés where people go with colleagues for coffee, lunch, etc. That's nice.

WOMAN (quite, fairly) And I suppose you see a lot of famous people. The headquarters building of the BBC is close to Oxford Circus.

(quite) Yes, but I'm more interested in the shops. They're MAN expensive, but you can get any new CD or DVD immediately!

So are there any problems here? WOMAN

MAN (really, pretty, very) Yes. The underground is busy in the morning, but if you drive to work, it's hard to find a parking space! Sometimes I arrive early at work, but it's still fairly busy.

WOMAN Well, thanks very much for your time.



OVER TO YOU Now go to page 126.

Prepositions Preposition of place far, in mr. above behind under

1 Look at this conversation:

Darling, where are you? ~ I'm at Heathrow. Why? ~ You've left your passport in the living room. ~ Oh no. ~ I'm afraid so. It's on the table.

2 Place

We use at, in and on to say where people/things are.

We use at to talk about a point where something happens.

We use in with enclosed spaces and countries.

We use on with surfaces, or with lines like a river or road.

3 Here are some more examples of at, in and on:

at the bus stop at the train station at the office at the doctor's at the supermarket at a party at Sue's (house) at the door at the front/back

in the library in the park in London in Spain in the pool in the photo in a book in the car

on the chair on the shelf on the train on the road on the beach on the first floor on the left/right on page seven on the menu on the internet

4 Sometimes we don't use the:

at home at school at college at work in bed in town in hospital

5 We also use above, behind and under to say where things are:

Hi Dave,

I'm very comfortable in my new room. I've put a nice painting **above** the desk. Fifi, my cat, is sleeping **under** the bed and all my empty suitcases are **behind** the sofa! Love. Debbie



Grammar in action

- We often use at, in and on to talk about travel: I'm on the train. Can you meet me at the station? How long are you going to stay in Australia? Shall we get off the train at Cardiff?
- We normally use at to talk about where people are:
 I'm at the office, Hugh. I'll be home about seven.
 Sara's at the dentist's, but she'll be back later.
 Is there someone at the door?
- We often use at, in, on, above, behind and under to describe where we have put things at home: My bag's at home! I think I've left it under the bed. Or it might be on the desk, or behind the piano, or in my wardrobe!

A Talking about travel

Luke, Angle and Dave are on holiday in Goa. Luke and Angle are taking a local bus. Add the correct prepositions to their conversation.

ANGIE	It's a lovely day, isn't it?
LUKE	Of course, You're
ANGIE	That's true. Are we going to get off the bus
LUKE	OK. We could ring Dave, and have a picnic (on/in) the beach this afternoon.
ANGIE	Good idea. (She takes out her mobile phone.) Dave? Hi! Luke and I are

A picnic in November! This is different life LUKE (at/in) Glasgow, isn't it? ANGIE Luke? Why is the bus stopping here? Because there's a monkey ______5 (at/on) the road. Have you got your camera?

No. I left it ______ 6 (in/on) the car, I'm afraid. I'll get it later. ANGIE LUKE Don't worry. We'll see more monkeys while we're here.

Talking about where people are

Joe gets home and asks Mandy where their flatmates are. Use at and the pictures to complete the conversation.

JOE It's very quiet, Mandy. Where is everybody?

MANDY Well, Ethan's ___at the greengrocers ____. He's getting some tomatoes, I think, Millie's 1. She's working late this week. Dylan's father is arriving from America, so he's ². And Megan is having a problem with one of her teeth, so she's 3. Now Jake is 4, because he wants get the sports results, and Jasmine is

5. Does that answer your question?



Talking about where things are

Phil is staying in Diana's house. Read her letter to him, and use the picture of her kitchen to add the correct prepositions.

at in on above behind under



Dear Phil. I hope you enjoy your week in Norfolk. Please use the food my kitchen There's a bag of potatoes 1 the tapie. They're from my garden. There's a loaf of brown bread _____ a small cupboard 3 the fridge. I made it myself two days ago. I hope you like it. There's also a tin of biscuits the table, and some fruit 5 the biscuits. Help yourself! And you'll find some vegetables under the window 6 the back of the kitchen. They're not from my garden. They're from a local farm. Finally, if you look through the the garden. The apples are delicious! Best wishes. Diana



Prepositions

Prepositions of time (at, in, on, from, to, until)

6 Time

We use at, in, on, from and to/until to talk about time.

7 We use at for 'clock' times and meals: The film starts at eight thirty. Sleep well, I'll see you at breakfast.

8 We also use at in these expressions:

at night at the weekend at the moment at Christmas at Easter

I always lock the door at night.

9 We use in for parts of the day, months, seasons and years:

in the afternoon in June in the summer in 2001

Have you ever been to Boston in the autumn.

10 And we use on for days and dates:

on Wednesday on the thirteenth of August

Shall we go shopping on Saturday afternoon?

11 When we use this, next, and every, we don't use at, in, or on:

> I wake up two or three times at every night. We'll go to the match on next Saturday.

12 We use from or from...to/until to talk about periods of time:

> Call me later, Sam. I'll be at home from six. (= from six and for the rest of the evening.)

The museum is open from 9 a.m. to 6 p.m. I waited for you from 4 p.m. until 5 p.m!

In spoken and informal English, we often use till or 'til instead of until: She played that CD from midday **till** midnight!

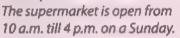
Grammar in action

We can use at, in and on to talk about time. Here, we are making a plan to meet a friend:

I'll see you at the weekend. Shall we meet in the afternoon on Saturday? ~ I can be in town at 2 p.m. See you then!

We can use from and to/until to talk about a period of time, such as the opening times of a shop:

The library is closed from 1 p.m. until 2 p.m.





We can use from and to/until to tell someone how long we do an activity for. We might talk about our daily routine, or our holiday plans:

I work from 9 to 5, but I'm always out at lunch from 12.30 to 1.00.

Arranging to meet at lunchtime

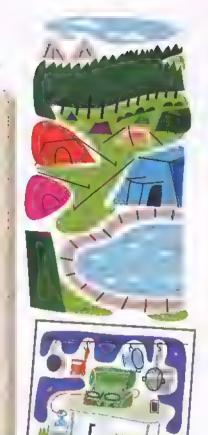
Carol wants to meet a business colleague for lunch, Cross out eight wrong words after the example in her message.

Can we meet today? I'm flying to Mumbai on Friday, and I'd like to talk to you about the trip. Who did you meet when you went there on in May last year? My trip to Mumbai is quite short. I'll be back on Thursday in next week. I'm trying to fix some meetings at in the moment, but I need your help! Anyway, I'm in a meeting on this morning until from ten till eleven, but we could meet on at lunch, if you like. I'm going to visit our Bristol office in this afternoon, so could we have an early lunch at in twelve o' clock perhaps? If that's not possible, maybe we could meet on in the evening? I hope to hear from you soon. Best.

Caroline

We use prepositions to talk about where people and things are; and to talk about travel, time, dates, and days. Leo is writing to his sister from a campsite in Italy. First, look at this picture of the campsite and the photo. Then add the correct prepositions.

Hi Sara!
We're looking forward to seeing you next Sunday 1 (under/at/above)
the campsite. We're having a good time. Sam and I run (until/at/in) the
mornings. Anna swims _ 2 (in/on/under) the pool, and Eve gets croissants for
our breakfast (on/at/to) a baker's in town. Then from about ten o' clock
4 (from/till/at) lunch, we do what we want. There's a wood 5 (above/
from/behind) the campsite, so sometimes I go for a walk. We normally have lunch
.6 (at/to/on) one o'clock, and then we go
seaside. Sometimes we have a picnic* (above/on/in) the beach, or we drive
to one of the towns or cities nearby
you from an internet café10 (under/on/in) Perpignan11 (On/ln/
At) night, we cook a meal. I've attached a photo of our kitchen!
At) the photo you can see there's a small fridge
table, and there are lots of pots and pans14 (under/on/above) the cooker! The
weather is beautiful now, but the campsite manager says there was snow a month ago
See you soon, Leo



F A family meal

Peggy and her husband Bill are having dinner with their children and their guest from Colombia, Santiago. Choose the correct words from the brackets.

BILL	We're in (in/on/at/above) the dining room, everyone! Dinner is (in/on/at/above) the table! Where are the twins?				
PEGGY	Tom's 2 (behind/at/in/on) town, Bill, and Katie's working 3 (above/until/at/on) eight every day this week to make some extra money.				
SANTIAGO	Mia's 4 (at/in/behind/on) home, but I think she's 5 (on/in/at/above) her bedroom.				
AMY	Where's my knife, Mummy?				
PEGGY	It's on the floor6 (above/in/to/under) your chair, darling. Give it to me. I'll wash it for you.				
BILL	Did you get your ticket7 (on/under/at/to) the travel agent's today?				
SANTIAGO					
PEGGY	But you'll come back again ¹¹ (on/at/this/until) September, won't you, Santiago?				
SANTIAGO	That's right, I'm going to study economics 12 (on/at/in/to) university.				

OVER TO YOU Now go to page 126.

Conjunctions And; but; or

1 Sentences in English always need a subject and a verb, but they can be quite short:

> Tom is reading. I love chips! She's at work. I'm tired.

You look sad. He hasn't arrived.

We make sentences longer with the conjunctions and, but and or:

I love chips, but I don't like fish.

2 And

We use and to connect ideas and things: I bought some trousers, a jumper and a shirt. I'm cold and hungry. Fran works in a bank, and Don teaches French. I did some homework, and then I went to bed.

We sometimes use go and... + verb: Shall we go and get a DVD? I must ao and do some work now.

3 But

We use but to connect two different ideas: I worked really hard, but I didn't pass the exam. It's a nice shop, but why is it so expensive?

4 Or

We use or to connect two possibilities: Would you like a biscuit or a piece of cake? Shall we have a meal or see a play?

We sometimes use or in negative sentences: We haven't got any fruit or cheese, I'm afraid.

5 Comma (.)

In lists with and, we use commas like this: You'll need paper, a pen, your book and a dictionary.

And we often use a comma (,) before and and but in longer sentences (sentences with a verb in each part, for example):

He finished his meal, and then he went out. I bought a new CD player, but it didn't work.

6 We don't need to repeat unnecessary words: Greg is watching TV, and Greg is eating a pizza. This coffee is hot but it is very weak. We could drive or we could take the bus.

Grammar in action

We use but to talk about contrasts (things that are different from each other). This might be when we're disappointed about a result:

We played quite well, but we lost six-one.

I trained for six weeks, but I still finished last.

We often use or when we make offers and suggestions: Would you like tea or coffee?

Shall we have a pizza or a curry or something?

We use a comma with and to connect ideas together in a list. This might be a shopping list: I've bought balloons, paper cups and plates.

We need sugar, bread and coffee.



Talking about contrasts

Maggie is emailing her friend Linda. Put '/' in the four places where the word but is missing.

Hi Linda,

I've just got back from Scotland. It was fun, it was also very tiring! It rained every day, of course, the mountains were beautiful. We camped in the Highlands near Inverness. The kids loved the campsite, it was pretty cold at night! We bought most of our food at the campsite shop. It took a long time to get our meals ready in the evening, they tasted delicious. After dinner the kids played games, and I read my book. I'm sure we'll return to the campsite one day, next time we'll go in August, not April! Best wishes, Maggie

Making offers and suggestions

Dave and Sheila are at home on Friday night, talking about the weekend. Add these phrases to their conversation:

```
or a TV or a cup or read a or any sugar or a quiz or we could
DAVE What shall we do tomorrow? We could go for a walk or we so Id o see a film.
SHEILA I don't know, Dave. I'm tired. Do you want a cup of tea
      coffee or something?
DAVE We haven't got any milk
SHEILA Perhaps we should go shopping tomorrow,
DAVE OK. Have we got a newspaper guide? I'll see what's on the telly.
SHEILA I've looked already. Apart from the soap operas, there's a war film, a nature
      programme _______ show.
DAVE Is that all? I think I'll have a bath _______5 book or something.
```



Connecting ideas and talking about contrasts (1)

Read this short article from a magazine, and add the words in brackets, in order, in the correct place in the lines.

(but, and) Our kids need to eat healthy food, we know they often prefer burgers, pizzas, chips. Experts say that (and, or) we should all - kids adults - eat five portions of fruit vegetables every day, if we can. This may be a good idea, what do we do when our kids say 'no'? That's the question. You can give your kid a piece of (but) (or, but) fruit - a banana or an apple a pear - to take to school, you won't be there at lunchtime! Last week I (and, but) put an apple in my son's lunch box every day, he took it to school, then he brought it home again, (and, or) said, 'I wasn't hungry, Mum.' If you've got any good ideas, write to me email me!

Connecting ideas and talking about contrasts (2)

Mike has invited his boss, Paul, to dinner. Add and, but, or or to the conversation.

MIKE	Paul, this is my wife Daniela, and these are my sons, Reece Oliver.
PAUL	Pleased to meet you, Daniela. We've spoken on the phone, ² we've never actually met, have we?
DANIELA	
DANIELA	- January - Janu
PAUL	I'll just take some water, please.
MIKE	Reece is a dentist, Paul,
OLIVER	Yes, normally I teach Spanish,5 at the moment I'm also teaching maths, because the maths teacher is ill!
MIKE	Oliver went to Madrid, 6 stayed with Daniela's brother for six months
	when he was twelve. It was a great experience for you, wasn't it, Oliver?
OLIVER	Fantastic! I learnt Spanish,
WIKE	Well, I'll go 8 look at the food. I hope you're ready for Oliver's paella!



Conjunctions Because: so

7 Because

We use the conjunction because to give the reason for something:

We didn't walk very far because... REASON - ...it was raining. I went to bed because I was feeling ill.

We sometimes put because at the beginning of a sentence:

Because the shops were really busy, we didn't stay long in town.

8 So

We use the conjunction so to talk about the result of something:

I've got exams next week, ... RESULT - ... so I don't have much free time. I don't have any money, so I can't go on holiday. We use a comma when we put because at the beginning of a sentence:

Because we left late, we missed the last train.

And we often use a comma before so: I've got to get up early tomorrow, so I think I'll go home now.

Grammar in action

We use the conjunctions because and so to say why we do things:

> I gave her some flowers because she helped me at work. The programme wasn't very interesting, so I didn't watch the end.



Saying why we do things

Max is telling his friends about his strange night. Add because or so to the sentences. (In one sentence, you will need to use a capital letter.)

I went downstairs because I heard a noise in the kitchen at about 3 a.m. There was nothing in the kitchen, 1 I went back to bed. An hour later, I heard a second ² I went downstairs again. This time I put all the lights on sure there was something in the house. But for the second time, I couldn't see anything, 1 went back upstairs again. 1 was afraid after the two noises, I didn't switch the lights off. When I got back to my bedroom, I looked at my clock. It was half 6 I tried to go to sleep again. Suddenly, something jumped onto my bed - it was my neighbour's big, black cat!

Working in a clothes shop

Mickey works in a clothes shop and studies at college in the evenings. He's talking to his boss, Sara. Add the following sentence endings to their conversation:

I'm sure we'll sell lots of them. her mother is ill. we'll close the shop for tonight. Hope you can work both days, Mickey. I need to work in the library on Thursday. I could work on Sunday afternoon. you could leave early then. I'm going to a wedding.

I think we're going to be busy this weekend, so I hope you can work both days, Mickey.

MICKEY Oh dear. I can't work on Saturday, I'm afraid, because

SARA Well, what about Sunday? MICKEY The wedding is in Wales, and I'm coming back on Sunday morning, so

SARA	All right. You know that M'llie is away next week, don't you? She's going to Cornwall because	3
	Can you work every day?	
MICKEY	I'm not sure. I've got an exam at college on Friday evening, so	
SARA	Well, my son Phil is going to work in the shop on Thursday afternoon, so	
MICKEY	OK, that's fine. By the way, the new shirts for men arrived this morning, and I put	
	them in the window because	5
SARA	Good idea. Anyway, our last customer has just left, so	
	Take it easy at the wedding. I need you here next week!	

The word challenge i ised in exercise G. difficult thing.

A job interview

We use and, but, or, because and so to connect ideas together. Janice Copland wants to leave her uncle's business in Bristol, and find a new job. This is her first interview - with Sally Prescott and Joseph Mifsud's company. Add the correct conjunctions.

- SALLY Are you ready, Miss Copland? Good. Now, why have you applied for this job?
- JANICE Well, I wrote to you because /but/so) your company is the most successful in the south west of England at the moment.
- JOSEPH We're doing quite well, Miss Copland, but now we want to go ______1 (and/because/or) find new challenges!
- SALLY Joseph's right. We want new business, ______2 (because/or/so) we need new staff.
- JOSEPH We know you like the company, Miss Copland, 3 (because/but/so) why did you apply for this particular job?
- I've come here today _______ (because/or/so) I believe JANICE that I have the experience that you're looking for.
- SALLY I'm sure you've got the experience, Miss Copland, 5 (and/but/so) you haven't got any qualifications in business management, have you?
- That's correct. I left school at eighteen _____6 (and/ JANICE because/or) joined my uncle's company. He offered me a
- JOSEPH Well, we both agree that you've done very well in the family business. Why do you want to leave? We can't offer you more money, you know.
- I'm not looking for more money 8 (because/or/ JANICE so) a bigger car. I applied for this job _____ 9 (because/ or/so) I need a new challenge.
- All right, Miss Copland. In the next part of the interview, SALLY we're going to ask you to look at a problem we've got. ideas, Is that OK?

OVER TO YOU Now go to page 126.



Over to you

01 Be: Present simple

You are going to stay with a family in England; write an email to introduce yourself. See how much you can say about each member of your family or about your friends.

- Talk about yourself and your family, jobs and where you're from.
- Ask questions about the family you're going to stay with.

02 Present simple

Look at these notes:

FACTS:

1. Bath/south England 2. English & French

REGULAR ACTIVITIES:

- 1. Football/at the weekend
- 2. Cinema/on Mondays 3, Chinese food/often

LIKES/DISLIKES:

- 1. ✓ French films 2. ✓ Holidays/hot countries
- 3. X Politics

Now complete this short profile by adding these verbs: eat, play, don't like, come, love, speak, go.

come	^o from Bath in the south of
England. I	¹ English and one or
two words of French	ı. I
	my friends, and I normally
	to the cinema on Mondays.
I often	⁴ Chinese food at our
local Chinese restaut	rant. I 5
French films and hol	idays in hot countries, but I
	politics!

Check your answers, and then write notes and a short profile of yourself (I come from... etc.) AND one other person you know well (My friend Carlos comes from...)

03 Present continuous

We use the present continuous on the phone to say what we're doing, and what our friends family are doing, now and around now.

Try writing the beginning of a phone conversation between two friends. Try to use at least four examples of the present continuous. Before you start, look at the conversations in unit 3 (exercises A. E, and G), and, with a highlight pen or a pencil, mark examples of language that may be useful to you (e.g. beginnings 'Sally? It's Mandy here' and questions 'What about you?', 'Is Clare In?' etc.)

04 Present simple and present continuous

Write an introductory email to a new penfriend in England.

- Tell him/her some facts about yourself (7 come from Madrid' etc.)
- Tell him/her about some of your regular activities ('I go to the gym on Fridays' etc.)
- Tell him/her about some of the things in your life that are temporary/different from normal ("m learning Japanese at the moment'; "I'm studying for an exam this month' etc.)
- Tell him/her about some of the things you like and don't like ('I love shopping' etc.)

05 Present simple and present continuous questions

Imagine you're spending two weeks in London. On your first day, you go to a central London tourist office. Write down six questions you would like to ask. (e.g. When does Buckingham Palace open in the morning?)

Go to www.visitlondon.com for some ideas, and look at Exercise B for some useful question forms.

06 Past simple

- 1 Describe what you did (and didn't do) last weekend, e.g. I got up early on Saturday morning, but I didn't do very much. In the afternoon, I...or describe a holiday or trip, e.g. In 2005, I visited my brother in America. First, I flew to Seattle. Then my brother and I travelled together to California...
- Write some questions for an interview with a writer about his/her early life e.g. Where were you born? Did you write stories at school?

07 Past continuous

Choose a day from the last two weeks. Describe what you did, using the past continuous form at least three times. Look at the examples in exercise F.

08 Present perfect

Use the present perfect to write down:

- · three things that you have done today
- · three things you've never done in your life
- three things that have happened this week in your country
- three questions to ask your favourite actor about things they have done in their life.

09 Past simple and present perfect

Imagine you are studying English in London. 'Coffee Time', your local coffee shop, is looking for a Saturday assistant to make coffee, to wash up and to clean tables.

Write a short letter saying why you would be a good person for the job. Use the past simple and the present perfect to talk about yourself and the past e.g. I've studied English for six years...I've never worked in a coffee shop, but I was a waiter in a restaurant in Italy last summer...'

Begin your letter 'I'm interested in becoming a Saturday assistant at 'Coffee Time." You may find it helpful to look at the letter Keiko wrote in exercise B on page 35.

10 The future with going to

In an email, tell one of your friends what you and your family are going to do this weekend. As well as I'm going to, try to use one or two of the other forms: She's going to, my brother's going to, we're going to, Peter isn't going to, they aren't going to etc. At the end of the email, use going to to ask your friend one or two questions about his/her plans.

11 The future with will and shall

Imagine that two friends are on the phone. They want to go out this evening. Write out their conversation as a dialogue.

- Use shall we/I to make suggestions (e.g. Shall we go to the cinema?)
- Use will for offers (e.g. When does the film start?
 ~ I'll phone the cinema.) and for saying what we
 think about the future (e.g. I think the new film
 with Kiefer Sutherland will be good.)
- Look through the exercises in unit 11, and use some of the language!

12 Questions

A questionnaire is a list of questions we ask people to find out about their lives, work, study, free time, routines etc. Make a list of questions that you could ask people in your town or city centre, using What, Where, How, and When. Here are some examples:

What: What sort of books do you like?

How: How often do you play sports?

Where: Where are you going this morning?

When: When do you normally get up?

CAMP CANADA

25 July - 31 August

Can you swim? Can you play sports? Can you sing and dance? Can you help young people to learn new skills in the countryside? If the answer is 'yes', we can offer you a job. We can't pay you very much, but we can give you a very interesting time this summer.

CAMP CANADA organises an international camp for teenagers at Lake Superior every summer. We're looking for Student Assistants.

Write to Dave Spurling at PO Box 56, Toronto, Canada, and tell us what you can do.

Write a short letter of application, starting with the sentence, 'I would like to apply for the post of Student Assistant.' Answer the questions in the advertisement. If you can't do something, say so; for example: 'I can't dance, but I can play the guitar.' Talk about other useful skills that you have, for example: 1 can also drive.

Use can/can't to say in the letter that you are not free to work in July, 'because I need to finish a university project.' Ask if you can start on 1 August, and offer to work an extra week at the end of the camp 'if you need me.'

14 Could, was able to, managed to

- 1 You're going to spend five days in a business hotel in London. Write a list of at least five polite requests you could make on the phone from your room, or in different parts of the hotel. Think about: using 'room service' (e.g. ordering a meal in your room, or getting an alarm call); using one of the restaurants or the gym/swimming pool; using the business centre; getting a taxi etc.
- 2 It's Thursday evening. Write an email to a friend. Make some suggestions about things you could do together at the weekend. Look at Exercise B for an example.

15 Should

An English friend, Holly, is going to spend two weeks in your country. It's her first visit. She wants to see as much as possible.

Write an email to Holly, using should to give her some advice on what to do. The second email in Exercise E may help you.

16 Must and have to

- 1 Write three sentences starting 'You must...' to describe some of the things a tourist must do. when visiting your country (e.g. You must spend a few days in Scotland, because it's a beautiful country.)
- 2 Write three or four sentences about the things you have to and don't have to do every week at home or at work (e.g. I have to cook dinner on Friday evenings, but I don't have to wash up...)

17 The imperative

Look at this information for students visiting London:

- Visit the big museums they're normally free.
- Take a boat trip on the Thames. You'll get some great views of London!
- Don't take taxis everywhere, because they're expensive.

Now write a list of at least six imperative points to help students from England visiting the capital city of your country.

18 Have got and have; make, do, and get

- 1 Use have got to write six sentences: two sentences about the things you possess (e.g. I've got a new computer); two sentences about your family (e.g. I've got two brothers.); and two sentences about what you or your family members look like (e.g. I've got black hair.)
- 2 Use make, do, have and get to write three sentences about the things you, your family and friends do regularly (e.g. My brother sometimes does the washing-up); and three sentences about the things they're doing at the moment (e.g. My dad is making dinner.)

19 Verb + infinitive

Imagine you're writing a blog on a Saturday morning. You can write about

- your efforts last week (e.g. 'I tried to go to the gym on Monday, but I got up too late.')
- your hopes and plans (e.g. T'm planning to visit Brazil in the summer.)
- the things people do for us (e.g. 'Sara offered to buy me dinner.)
- your opinions (e.g. 'it's difficult to learn a new language in the evening')
- your feelings (e.g. 'On Friday, I was surprised to get an email from my American friend, Stu.)

20 Articles and nouns

- 1 Write a very short story (true or untrue). Exercise B may help you.
- 2 Look at Exercise F. Imagine you are Juan and describe your visit to Borough Market. Start your description with the sentence, 'We went to Borough Market yesterday.'

21 There is, there are; this, that, these, and those

It's Friday evening. Write a short email to a friend, making plans for the weekend. Use there + be (e.g. There's a good film at the cinema...') and this/that (e.g. 'I liked that restaurant on George Street, Shall we go there again?')

22 Countable and uncountable nouns

Write out a phone message that you might leave with your husband/wife/friend, saving what you need from the supermarket. Use the phrases: 'We need some/a/an/a lot of/two etc....'; and 'We haven't got much/many/any...' with countable and uncountable food and drink words.

23 Pronouns and possessives

Write an email to a new English friend, Talk about

- the weather where you are.
- yourself, your friends and/or your family
- something that belongs to you or someone else

Try to use at least two object pronouns (me, you, him etc.), two possessive determiners (my, your, his etc.), and one possessive pronoun (mine, yours, his etc.)

24 Possessives (2)

Write an email to an English-speaking friend, telling him/her what you, your friends and/or family members are doing at the moment. You may find the language in exercises D and F useful.

Try to use 's two times, a phrase like a friend of mine once, and s' once (if you can.)

25 Adjectives

Imagine you're on holiday. Write a postcard to an English friend, describing your hotel and the town where you're staying. Try using different types of adjectives. Make sure you put two adjectives before a noun at least twice in your postcard!

26 Comparative and superlative adjectives

- 1 Write a very short text (two or three sentences), comparing two towns/cities in your country. Use three or four comparative adjectives. Exercise B may be helpful.
- Write a second very short text about a great holiday place in your country. Use two or three superlative adjectives. Exercise D may be helpful.

27 Adverbs of manner

- 1 Write a short list of the things you do/can do well, the things you do/can do quite well, and the things you don't do/can't do very well (e.g. sports, hobbies, cooking, languages).
- 2 Use adverbs to write about four people that you know (e.g. My friend Steve plays music very loudly).

28 Adverbs of degree

Use adverbs of degree (including quite before a/ an + adjective + noun, and with a lot of; and really and quite with verbs) to write about your job, or your life at school, or college/university (e.g. I'm working very hard at the moment, because we have exams next month. My teachers give me quite a lot of homework...)

It may be useful to look at Exercise E.

29 Prepositions

Imagine you're working in an office in London. Write a short email to a colleague. Explain that you want to see him/her, but you can't meet today, because you are the only person in your office. Say where your colleagues are, e.g. Julie is in Spain at our Madrid office. Then try to fix a meeting for tomorrow, e.g. I'm in a meeting from nine to eleven, but could we meet at 11.30? You may find exercises A and E useful.

30 Conjunctions

First, look at this job ad on the internet:

'The Shakespeare Academy is a language school in Stratford-upon-Avon. We're looking for an assistant for our multinational Summer School, The successful person will organise weekend trips to different parts of the UK, and help our students with their problems. If you are interested, email us. Tell us why you are applying for this job. Describe your education and skills. Tell us about any other jobs you've had. If we like your message, we'll ask you to come for an interview in April. Email Karen Brown at info@ shakespeareacademy.com'

Now write the email, using the conjunctions and, but, or, because and so.

Form tables

Plural nouns

1	SINGULAR	PLUBAL
+ -s		
With most nouns, we add -s to make them plural:	car	cars
	mistake	mistakes
	photo	photos
+ -es		
With nouns that end with -s, -ss, -sh, -ch and -x, we	bus	bus es
add -es:	glass	glass es
	wish	wish es
	beach	beach es
	box	boxes
-f/-fe → -ves		
We change -f/-fe to -ves in the plural:	lıfe	lives
	knife	knives
	but roof	roofs
-y → -ies		
With nouns that end with a consonant* + -y, we	story	stories
change the - y to -ies :	city	cities
	family	families
Irregular nouns		
	man	men
	person	people
	child	children

Present simple

		N. C.		
t -5				
After he/she/it, we add -s to most present simple verbs:	work	works		
	write	writes		
	say	says		
Aves and read to the transfer and				
We add -es to verbs that end with -ss, -sh, -ch, -o or -x:	pass	passes		
	finish	finishes		
	teach	teaches		
	do	does		
	mix	mixes		
-y> -ies				
We change -y to -ies with verbs that end with a	try	tries		
consonant* + -y:	marry	marries		
	fly	flies		

C -ing forms

	INFINITIVE	-ING FORM
+ -ing		
With most verbs, we add -ing:	walk	walking
	eat	eating
-e + -ing		1000
With verbs that end with a consonant* + -e, we delete	make	maki ng
the -e and add -ing:	come	coming
	write	writing
-le → -ying		
With verbs that end with -ie, we change -ie to -ying:	lie	lying
	die	dying
	tie	tying
-t → -tting		The state of the s
With verbs that end with one vowel* + one consonant	sit	sitting
(e.g. get, hit, stop), we double the consonant:	run	running
	swim	swimming
+ -ing	Charles the state of the state	are a constant
But note that we do not double the consonant,	play	playing
1) when it is y or w (e.g. <i>play</i>)	happen	happening
 when the last syllable* is not stressed (e.g. reMEMber, VISit): 	listen	listening
(e.g. remember, visit).	remember	remembering

D Regular verbs: Past simple and past participle

	A CONTRACTOR OF THE PARTY OF TH		
	INCHIDAE	PROT SIMPLE	PEST FABRURIE
+-ed .	and the second s		
With most verbs we add -ed:	cook	cooked	cooked
	finish	finished	finished
+-d .			
With verbs ending with -e, we add -d:	live	lived	lived
	close	closed	closed
-y → -led			
With verbs that end with one consonant* + -y, we	study	studied	studied
change the y to -ied:	carry	carried	carried
	try	tried	tried
-p → -pped			
With verbs that end with one vowel* + one consonant	stop	stopped	stopped
(e.g. stop), we double the consonant:	plan	planned	planned
+ -ed			
But note that we do not double the consonant,	stay	stayed	stayed
1) when it is y or w (e.g. play)	happen	happened	happened
2) when the last syllable* is not stressed	open	open ed	opened
(e.g. <i>LiSten, HAppen, Open</i>): Note that in British English I is usually doubled, even if	visit	visited	visited
the syllable in unstressed (e.g. travel)	cancel	cancel led	cancelled
, , , , , , , , , , , , , , , , , , , ,	travel	travelled	travelled

Irregular verbs: Past simple and past participle

INFINITIVE	PAST SIMPLE -	PAST PARTICIPLE	INFINITIVE	PAST SIMPLE	PAST PARTICIPLE
be	was / were	been	lend	lent	lent
become	became	become	let	let	let
begin	began	begun	lose	lost	lost
break	broke	broken	make	made	made
bring	brought	brought	meet	met	met
build	built	built	pay	paid	paid
buy	bought	bought	put	put	put
catch	caught	caught	read	read	read
choose	chose	chosen	ring	rang	rung
come	came	come	run	ran	run
cost	cost	cost	say	said	said
cut	cut	cut	see	saw	seen
do	did	done	sell	sold	sold
drink	drank	drunk	send	sent	sent
drive	drove	driven	show	showed	shown / showed
eat	ate	eaten	shut	shut	shut
fall	fell	fallen	sing	sang	sung
feel	felt	felt	sit	sat	sat
find	found	found	sleep	slept	slept
fly	flew	flown	speak	spoke	spoken
forget	forgot	forgotten	spell	spelt / spelled	spelt / spelled
get	got	got	spend	spent	spent
give	gave	given	stand	stood	stood
go	went	gone	steal	stole	stolen
grow	grew	grown	swim	swam	swum
have	had	had	take	took	taken
hear	heard	heard	teach	taught	taught
hide	hid	hidden	tell	told	told
hit	hit	hit	think	thought	thought
hold	held	held	throw	threw	thrown
hurt	hurt	hurt	understand	understood	understood
keep	kept	kept	wake	woke	woken
know	knew	known	wear	wore	worn
learn	learnt/learned	learnt/learned	win	won	won
leave	left	left	write	wrote	written

Comparative and superlative adjectives

	ADJECTIVE	COMPARATIVE	GUPERLATIVE
+ -er/-est			
We add -er/-est to short adjectives (one-syllable*	warm	warmer	the warmest
o <mark>djectives):</mark>	tall	taller	the tallest
	young	y oung er	the youngest
r/-st			and a second of
Ve add -r/-st to adjectives that end with -e:	late	later	the latest
-g>-gger			
Vith short adjectives that end with one vowel* and	big	bigger	the bi ggest
ne consonant* (e.g. big), we double the consonant:	hot	hotter	the hottest
	wet	wetter	the wettest
w + -er/-est			
Ve don't double w:	low	lower	the lowest
more/most		,	
We use more / the most before adjectives of two or	expensive	more expensive	the most expensive
nore syllables*:	famous	more famous	the most famous
	beautiful	more beautiful	the most beautiful
y → -ler/-lest			
But note that with adjectives ending with -y	happy	happier	the happiest
e.g. happy), we change -y to -ier/-iest;	lucky	luck ier	the lucki est
	easy	easier	the easiest
rregular adjectives			
	good	better	the best
	bad	worse	the worst
	far	farther	the farthest

G Adverbs

ADJECTIVE	ADVERB		
quick	quickly		
correct	correctly		
slow	slowly		
happy	happily		
lucky	luckily		
remarkable	remarkably		
	**		
good	well		
fast	fast		
hard	hard		
late	late		
	quick correct slow happy lucky remarkable good fast hard		



Verb tenses

infinitive: to start

POSITIVE full forms (short forms)	NEGATIVE tull forms (short forms)	
start	do not start (I don't start)	Do I start?
starts	does not start (it doesn't start)	Does he start?
_		
am starting (I'm starting)	am not starting (I'm not starting)	Am I starting?
are starting (we're starting)	are not starting ('re not/aren't starting)	Are you starting?
is starting (it's starting)	is not starting ('s not/isn't starting)	Is she starting?
started	did not start (didn't start)	Did you start?
have started (I've started)	have not started (haven't started)	Have they started?
has started (he's started)	has not started (hasn't started)	Has she started?
	start starts am starting (I'm starting) are starting (we're starting) is starting (it's starting) started have started (I've started) has started	start do not start (I don't start) starts does not start (it doesn't start) am starting am not starting (I'm starting) (I'm not starting) (we're starting) ('re not/aren't starting) is starting is not starting (it's starting) ('s not/isn't starting) started did not start (didn't start) have started (I've started) has started has not started

Answer key

01 Be: Present simple

- A(i) 1 'm 5 are 9 's 2 's 6 are 10 'm not 3 's not/isn't 7 're
- (ii) 1 I'm a student./They're both teachers.
 - 2 My father's from Brazil./She's Irish.
 - 3 Paul and Simon are my brothers.
- B 1 is 4 're 7 'm
 2 's 5 're 8 're
 3 's 6 're
 C 1 's 7 's 13 sea
- 1 's 7 13 2 İs 's not/isn't 14 're not/aren't 3 near 15 4 's 10 sunny 's not/isn't 11 south
- 6 cold 12 're
 D 1 Are you a student here?
 Yes, I am.
 - What's your name? It's Ming Yifeng.
 - 3 How old are you? I'm twenty two.
 - 4 Are you from Hong Kong? No, I'm from Shanghai.
 - 5 Where is your ID card, please? Here it is.
 - 6 What's your address in the UK? It's The Hyde Park Hotel, Queensway, London W2 3BJ.
 - 7 Is this your first day here, too?
 - 8 are you from?
 - 9 Am I in the correct classroom?
 - 10 Is this the bus to Queensway?
 - 11 is the Hyde Park Hotel, please?
 - 12 is breakfast tomorrow morning?

Ε	1	Are you	5	lt's	9	You're
	2	lt's	6	it isn't	10	I'm not
	3	ľm	7	this is	11	l'm
	4	are vou	8	we're	12	it's

F	ASIF	Look at the time. It's two in the morning. Where are we?
	KATIŁ	On Burley Street, I think. Are you hungry, Asif?
	ASIF	No, I'm not hungry, but I'm tired. Where's the bus stop?
	KATIE	Look, it's there! Come on!
	ASIF	Excuse me, (5) this the bus stop for Rayne's Park?
	DIETER	Yes, I hope so. It's a cold night.
	KATIE	Hi. I'm Katie and this is my friend Asif.
	DIETER	Pleased to meet you. I'm Dieter. Are you students?
	ΚΑΤΙΣ	No, we're not students. We're doctors. And you?
	DIETER	$I'\mathcal{M}$ a waiter at the Hamburger restaurant on Park Street.
	ASIF	Where are you from? Are you German?
	DIETER	No, I'm Austrian, but I'm in Leicester for six months. It's an interesting city.
	KATIE	Look, the bus is here! I hope it's warm inside. After you, Dieter. Come on, Asif. Let's go home.

02 Present simple

Α	1	drive	4	lives			7	make
	2	has	5	come			8	sleeps
	3	fixes	6	speaks			9	teaches
B(i)	1	go	4	arrives			7	gives
	2	have	5	finishe	s		8	do
	3	start	6	fly			9	try
(ii)) 1	goes	3	starts			5	does
	2	has	4	flies			6	tries
C	1	work works	4	plays p	lay		7	spends
	2	spends spend	5	work			8	play
	3	speaks speak	6	speak				
D	1	hate			6	know		
	2	don't think			7	love		
	3	doesn't like			8	don't l	ike	
	4	doesn't unders	tand	1	9	want		
	5	don't know						
E (i) 1	don't doesn't			5	1		
	2	1			6	meets	me	et
	3	have has			7	✓		
	4	go goes			8	✓		
(ii)	1	don't eat			5	under	stan	d
	2	love			6	don't s	pea	łk
	3	think (or under	tsta	nd)	7	don't r	nee	t
	4	studies			8	takes		

03 Present continuous

- 'm sitting 'm thinking splashing 's/is running 2 's / is shining 're having 's / is swimming 's playing 're enjoying В 're walking 's splashing 're standing 's / is sinking 4 's/is shouting 5 's/is giving 1 's / is arriving 's smiling 2 's / is stopping 7 's / is getting out 's talking 3 's wearing 8 is coming
- D Dave, I think the owner is looking at you. 1
 - Yes. She's walking towards us now 2
 - Hello. My husband and I are having a cup of coffee on the deck.
 - it's getting late.
- E 1 She isn't /'s not staving her sister's / is moving 2
 - 3 Galina's/Is helping
 - 4 I'm not working
 - I'm learning 5
 - 6 You're learning
 - 7 I'm writing
 - 8 We aren't/'re not living
 - they aren't/'re not playing
 - 10 Alexander's / is studying
 - Fedor's / is teaching 11
- 1 eniovina buying having
 - 2 getting
- 5 eating living
- 3 staying G
 - 'm watching isn't/'s not spending 's meeting
 - 2 are spending 3 'm looking 's/is eating 4 5 's/Is playing
- 10 's playing 11 're driving
- 6 's visiting
- 13 'm thinking
- 're eating
- 12 're working
- 're looking

04 Present simple and present continuous

- A I normally work
 - 2 I'm visitina
 - 3 Hive
 - 4 I'm staying
 - 5 I usually drive
 - 6 I'm walking
 - my English is improving
- B(i) 1 It rains I speak 7 We have 2 I'm studying I'm learning 3 I'm doing My mum teaches My dad works 10
 - I'm studying that man is shouting
 - I play
- (ii) 1 The sun's / is shining He's spending I go to 7 He's doing 2 3 I do He's painting 4 Khan comes 9 He speaks
- 10 my Spanish is getting he's studying
- C has 's walking б 2 's wearing 7 watches 3 's singing goes
 - 's falling isn't/'s not eating 5 comes 10 's dancing

WORD FOCUS 1 violin 2 piano 3 trumpet

- D (the = 0) Hello, my name's Diana. I'm studying DIANA here at 0 moment.
 - (every = 1) Hi! I'm Julie, I come to these concerts JULIE 1 week. What instrument do you play?
 - (this = 2) Well, I normally play the violin, but I'm DIANA learning to play the trumpet 2 year, too.
 - I love violin music. But the trumpet is a difficult HILLE
 - instrument, isn't it?
 - (on = 3) Yes! I have a class 3 Tuesdays. It isn't easy. DIANA What about you? Do you play anything?
 - (is = 4) Not really. My husband 4 teaching me the JULIE piano at the moment. He plays every day.
 - It's not easy to find the time, is it? DIANA
 - (these = 5) We're all working very 5 hard days. JULIE Too hard. But these concerts after work are great.
 - (have = 6) Good. We sometimes 6 concerts at DIANA lunchtime, too.
 - Lunchtime! What's that? JULIE
 - (at = 7) Oh dear! You're working much too hard 7 DIANA the moment!

Ε	1	✓	6	✓	E(i)	1	staying	4	job		7	like
	2	are liking like	7	are wanting want		2	come	5	studying			
	3	✓		work are #'re working		3	work	6	do			
	4	build are/'re building	9	✓	(ii)	1	What sort of th	ina	s do vou do ir	vour t	free	time?
	5	are thinking think	10	make are+'re making	()	2	What sort of jo	_		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
F	1	you like	8	We're looking		3	What sort of fo	od	do you like?			
	2	I don't know	9	Chris and I teach		4	Where do you come from?					
	3	llove	10	I don't understand		5	5 Do you live near here?					
	4	you're studying	11	I get up		6	6 Do you work near here?					
	5	1'm learning	12	Igo		7	Are you studyi	ng a	nything?			
	6	The waiter's / is coming	13	l play	F	1	1 Do you want a ticket?					
	7	Michiko doesn't like	14	The waiter's / is bringing		2	Does the bus l					
	_		4			3	When does it o	go?				
05	P	resent simple ar	nd	present		4	Are you waitin	g fo	r the bus to M	lumba	i?	

	C	ontinuous questions
Α	1	Do you like the local shops?
	2	Do you play sports in Madrid?
	3	Do you have a map of Madrid?
	4	Do metro tickets cost a lot of money?
	5	When does college start?
	6	Do you cook Spanish food?
	7	Does the college library open at the weekend?
	8	Does the local bank change money?
	9	Do the local restaurants cook traditional food?
	10	How much does the cinema cost?
В	1	How do we find Dublin Castle?
	2	Dogs /ls it open on Sundays?

	10	How much does the cinema cost?
В	1	How do we find Dublin Castle?
	2	Does/Is it open on Sundays?
	3	when does/is the National Gallery open?
	4	Does the train go to Dublin Bay?
	5	How much does the train cost?

WORD FOCUS 1 chocolate fudge cake 2 banana split 3 apple pie 4 lemon cheesecake

C 1 Do you want some more water? 2 Do you want some cheesecake? 3 Does he want a banana split? 4 Do we want coffee afterwards? 5 Do you want some more orange juice?

D 1 What is she doing? 2 Is he cooking in the kitchen? 3 What are you listening to? 4 Are we leaving now, Joe?

> 5 Is Cova resting upstairs? 6 Are you coming downstairs?

5 Are you staying in New Delhi at the moment? 6 What sort of work do you do there? 7 Are you travelling around India? 8 Do you want a cold drink? 9 Where are you going?

06 Past simple

Α	1	they stayed	5	it was	9	we watched
	2	We talked	6	l went	10	They lost
	3	we saw	7	met	11	Itook
	4	we ate	8	we did		
В	1	was	5	cooked	9	took
	2	found	6	read	10	left
	3	went	7	played		
	4	bought	8	enjoyed		
C	1	wore	5	spent	9	lost
	2	drank	6	sold	10	married
	3	caught	7	woke	11	stayed
	4	told	8	became	12	came

D 1 I didn't do anything 2 Did you see Jenny 3 she wasn't at home

4 Was she OK

5 she didn't talk very much

6 Did you invite her to our party 7 What did you do all afternoon,

8 Did you make a wonderful dinner

9 When did they leave

10 I didn't get any milk this morning,

WORD FOCUS A lock B feed C check

- E 1 Did you forget
 - 2 I didn't have time
 - 3 Was your passport under the bed
 - 4 Did you email Sally
 - 5 Did you give her a key
 - 6 I didn't check the windows upstairs
 - 7 Were they open
 - 8 No, I didn't pack my laptop
- F 1 arrived staved 9 put 2 didn't was 10 broke 3 what 7 walk 11 carried

made

R

07 Past continuous

A 1 were dancing

were

4 was working

12

fixed

- 2 was eating
- 5 was sleeping
- 3 wasn't/was not playing
- B 1 Where were you going?
 - 2 We were meeting an old friend.
 - 3 Lorna was sleeping.
 - 4 But she wasn't/was not ringing from Moscow.
 - 5 What was Svetlana doing in London?
 - 6 No, she wasn't/was not working.
 - 7 I think she was joking.
- C 1 Were you walking home?
 - 2 I wasn't going home.
 - 3 What was he doing?
 - 4 Was he jogging?
 - 5 he wasn't running.
 - 6 was he walking?
 - 7 he wasn't walking
 - 8 Was he sleeping?
 - 9 He wasn't sleeping.
 - 10 What was he wearing?
- D I hope you've had a better day than me! It O

raining hard when I got up, so I didn't go jogging. Then, 1 I was having breakfast, my boss phoned. . . . I was writing the first sentence when Mike 2 on my door, and said he was feeling really ill. So I 3 downstairs again and phoned for the doctor, and while we were 4 for her, Mum arrived and said, 'If you're not doing anything this weekend, perhaps you'd like to help me. I'm painting the kitchen.'

Thanks for your message. . . . 1.5 buying a new CD in town 6 I saw a really good TV for £150, so I bought it for the flat. . . . While I \nearrow waiting in the queue for my cappuccino, 1.8 Julie and she invited me to her party tonight! . . . He 9 looking for a flat, when his brother got a job in America. . . .

E wasn't/was not enjoying 4 were looking for 2 was travelling 5 was doing 3 were getting off was helping F 1 Late/was eating 4 sat was sitting 2 drove was driving ran was running walked was walking rained was raining

08 Present perfect

- A 1 's sent 4 's travelled 7 's been 2 've lived 5 have met 8 's made
 - 3 's spent 6 's done

WORD FOCUS 1 crocodile 2 monkey 3 elephant

- 4 giraffe
- B 1 The kids have seen
 - 2 She's taken
 - 3 she's lost
 - 4 He's just been
 - 5 I've done
 - 6 I've written
 - 7 I've spoken
 - 8 Vincent's just paid
 - 9 Josie and Stella have run
- C 1 's broken 4 's travelled 7 've written
 - 2 's left 5 's won
 - 3 's gone 6 've started
- D 1 Steve hasn't emailed his new photos
 - 2 I haven't done my homework.
 - 3 Have you eaten?
 - 4 Have you talked to Luke?
 - 5 He hasn't finished work.
 - 6 Have you ever seen it?
 - 7 Has Steve spoken to you about a holiday in Greece?
 - 8 I've never been to Greece.
 - 9 Have you seen any photos of the house?
 - 10 Steve hasn't been there.
- E 1 d 3 a 5 c
 - 2 f 4 b
- F(i) 1 never 3 made 5 ever 2 been 4 returned 6 have
- (ii) (3) ... to your message. Diana isn't at home because she's been to London. Mum is ill, I'm afraid. We tried to phone you lots of times. Has you lost your mobile again? Ring me back.
 - (4) Good afternoon, Mr Daw. This is Brian Hart from the Country Kitchen. We haven't make a mistake, I'm afraid. Someone used your card and your name on 17 December. I am just spoken to our manager, Greg Turner...
 - 1 gone

3 made

2 Have

4 have/'ve

09 Past simple and present perfect

- 1 | phoned Clare 6 I went 2 She's lost 7 I've just asked 3 Her husband gave 8 Have you spoken what did you do 9 Isaw 5 1 met 10 He's bought В 1 've worked sold passed
- 2 spent 5 've lived 8 've used 3 was 've started C 1 Have you spent 7 I went 2 Hived I travelled 3 My parents returned 9 Did you go 4 I haven't worked 10 we stayed 5 Have you visited 11 have you talked
- D 1 has sold sold 2 bought has bought has visited visited returned has returned has-gone went

6 I've been

E 1 7 last 2 just ago 3

has bought bought

never 6 in 1 've had 7 worked 2 Did you have haven't seen 3 wasn't 's just bought 4 showed 10 Have you ever been 5 drove went 11 've never seen 12 haven't been

10 The future with going to

- I'm going to have a swim
 - 2 I'm going to get
 - 3 You aren't going to buy an English paper
 - 4 Jamie and I are going to spend the morning
 - 5 Lily and I are going to do some shoppping
 - 6 I'm going to go cycling
 - 7 What are you going to do
 - 8 I'm not going to go cycling

- В I'm going to put some old suitcases
 - I'm going to tidy my clothes
 - 3 I'm going to wash the bath
 - 4 I'm going to clean the windows
 - I'm going to vacuum the carpet
 - I'm going to cut the grass
- C 1 I'm not going to work
 - 2 I'm going to go
 - I'm going to spend
 - Are you going to have
 - Abigail and I are going to find
 - what are you going to do
 - 7 Abigail is going to stay
 - 8 I'm not going to look
 - We're going to teach
- D Careful! The traffic lights are going to change.
 - 2 The old man is going to win again.
 - It's going to be a hot afternoon.
 - Are you going to have an icecream?
 - She's going to break her leg!
- Ε I'm going to work
 - 2 I'm going to meet
 - 3 I'm not going to do
 - 4 I'm going to get up
 - 5 Are you going to go
 - 6 We're going to cook
 - 7 Lucy is going to spend
 - he's going to say
- F My brother Luke and I have got plans, of course, for the New Year. First, we're both going to learn Chinese, because China is now the most important country in the world. In fact, I'm going to fly to Beijing, if I can find the money. Luke is going to visit Mr Xu at our local Chinese restaurant, Hot Wok, to get some information about China etc. Next, we're going to paint our bedroom. The walls are going to be green and red, and the ceiling is going to bedark blue with stars, like the sky at night. Luke is going to talk to Dad about this. Finally, I'm going to do better at school. I'm Not going to work harder, because I work hard enough already - I'm going to use a new system, called the 'System of Seven': I'm going to learn seven new things every day, and write them down in a special book. Are you going to do anything interesting this year? Send me an email.

11 The future with will and shall

- 1 I think it'll last about an hour.
 - 2 You'll finish at twelve.
 - 3 It won't be busy at that time, Lauren.
 - 4 Do you think they'll ask me about my year in Africa?
 - 5 I'm sure you'll do well.
 - 6 When will you get the result?
 - 7 They'll tell me at the end of the interview.
- B 1 I'll open
- 5 I'll bring
- 2 we'll drive
- 6 Adam will fix it
- 3 I'll have a glass
- 7 I'll order
- we'll have a bottle
- C I'm so sorry to hear about the flood in Gloucester, and to see the photo of your house. They say the weather / get better on Thursday and Friday, I hope so, but life / be difficult for you in the next few days. I saw the Prime Minister on TV in Gloucester yesterday, but / you get any help from the government? They need to spend more money. I'm sure we / see more floods in the UK in the future. Anyway, I listened to the news this morning. The roads near you / be OK at the weekend, so Tom and I / come over on Saturday morning. We / help you to clean your floors, and Tom / buy us all some fish and chips on Saturday night!
- Shall we have
- 3 Shall we park
- 5 Shall I take

- Shall I drive
- Shall we get
- Shall I make

- 1 'II/will
- 'II/will II/will Shall 10 Shall
- 2 will 3 Shall
- 11/will 11 'll/will
- Will 4

1

F

Will

7

- 12 Shall 7 'CIA Blues' will be
- 2 I'll/will be 8 Santiago won't be
- 3 Will you see

shall we do

- 10 he'll/will stay
- 4 Shall Lask 5 I'll/will see
- Shall I bring 11

9 l'II/will call

Shall we see

12 Questions

- 1 Why are
- How did
- Why do

- 2 How are
- 5 Why are
- How do
- How do 6
- В 1 When do the classes begin in the morning?
 - 2 When did you get up this morning?
 - Where am I going to sleep?
 - 4 Have you slept in a tepee before?
 - 5 where is the bathroom?
 - Did you bring a towel with you? 6
 - 7 When will I meet the other students?
 - 8 Where did you leave your bag?
 - Shall I go to my tepee now?

1 Are

C

- going
- 2 many
- б old
- 3 did
- 7 much
- 4 far
- D 1 Yes, it was.
- 6 Yes, he has.
- 2 Yes, I am.
- No, we won't.

- 3 No, he doesn't.
- Yes, I do.
- No, we haven't.
- No, we don't.
- Yes, we are. 5
- Ε 1 What is he going to buy?
 - What do you normally buy at this market?
 - Shall I get two small loaves?
 - Which loaves do you want? 4
 - Have you seen Isabelle, Pierre?
 - What did she say?
 - 7 Whose phone is this?
 - Who are you looking for?
- F How
- 4 Which
- Whose

- 2 Who
- 5 When
- What

- 3 Where
- Why 6

13 Can

- WORD FOCUS 1 basketball 2 baseball
- 3 ice skating 4 snooker
- A I can make
- 5 I can skate
- 2 I can't do
- Can you play 7 she can play
- Can you play I can't play
- 8 she can speak
- В Can you hear the sea
 - 2 Can you see a kettle
 - I can see a lot of old newspapers
 - 4 I can't see any cups
 - 5 I can hear a noise
 - I can't hear anything
 - can you smell fish
 - can you see anything
- C(i) ... We could have something to eat. I / can't see you at the weekend, because I'm going to visit my dad in Wales. He's ninety now. He can get to the shops every day, so he always has enough to eat, but he can't do all the jobs around the house. Anyway, email or ring me!
- (ii) Thanks for your message. I can't see you on Monday evening, because I'm flying to Sweden on business on Monday morning, but thanks for asking me. I can do something with you next weekend, though. Do you want to see a film or go for a walk? I know I'm working too hard at the moment, but I can't stop because this is my first big project, and my boss is watching me! I hope ...

D 1 I can take you Can I help

2 I can make some food

7 can you bring

- 3 Can I do anything
- Can you take some books
- Can I give them

Ε TRANG Good evening, sir. Can I can help you?

> Yes, I hope so. Can you I have a single room for two JAMES

> > nights, please?

Of course, sir. I can have give you a room on the TRANG

top floor, if you like. You'll have a great view!

That's fine, thanks. JAMES

Can you fill in this form, please? TRANG

Sure. Can I buy pay by credit card? IAMES

Of course, sir. No problem. Can you I see your card TRANG

now, please?

Here it is. By the way, is it possible to use the JAMES

internet here?

Certainly, sir, it's on the seventeenth floor. You can TRANG

> check your email there at any time, but you can can't send faxes after 10 p.m. Now, can I show see

your passport, please?

1 Can I

4 can you

7 Can you

2 I can

You can't

3 Can you

I can't

14 Could, was able to, managed to

- 1 Could you tell us the way to the bus station, please?
 - 2 Could we have some information about the trip to Ayers Rock, please?
 - 3 Could you give us a timetable, please?
 - 4 Could we have two return tickets for tomorrow, please?
- В Thanks very much for your message. I'm glad you're free at the weekend. We / drive to Newquay around ten in the morning. It takes about four hours from my house. I / bring some sandwiches. We'll be hungry before we arrive. In the afternoon we / cycle along Watergate Bay, perhaps. It's beautiful there. You / take some fantastic photos with your new camera! Then, in the evening, we / eat at 'Mickey's', if you like, the small fish restaurant in Newquay. It's very popular, so I / reserve a table today. I've booked two rooms at the Sandy Beach Hotel, of course. My friends Dave and Connie stay there every summer. They love it. Then, on Sunday we / visit Sheila and Michael. They live in Exeter, on our way home. What do you think?

C 1 Loculd run

- 2 We couldn't travel
- some English people could go
- we could only stay
- 5 You couldn't change
- you could buy

WORD FOCUS 1 mirror 2 fan 3 lamp

- coffee table 5 rug
- D We were able to finish
 - We managed to book
 - I couldn't sleep
 - I managed to buy
 - I was able to buy
 - I couldn't find
 - George managed to get
- E managed to were able to could you
 - 2 couldn't managed
 - 3 could put 6 could sleep could eat

could

- JAMES Hello. Could we ≤ee Jo Corrigan, please?
 - NURSE I'm sorry, but you can't see her at the moment.
 - Really? When my wife was in hospital in January, JAMES
 - we were able to visit her all the time.
 - That's right, but at the moment we don't have NURSE enough nurses on the ward.
 - I suppose we could come back later, Kay. JAMES
 - Could you come back in an hour, perhaps? NURSE
 - But is she OK after the operation? KAY
 - Oh yes. She couldn't eat her dinner last night, NURSE
 - but she managed to have some breakfast this morning.
 - Don't worry, Kay. We could MAVE a coffee in the JAMES hospital café. Thank you, nurse. We'll come back later.

15 Should

- should have a holiday.
 - should talk to Uncle Jim.
 - 3 shouldn't work all the time.
 - should all go to France for a couple of weeks.
 - shouldn't decide today.
- В 1 you should think about food
 - you shouldn't eat take-aways
 - You should go to your local shops
 - you shouldn't study
 - you should make a timetable
 - you should go for a walk
 - You shouldn't go out every night
 - you should call me

	COTT EVE			. Are you still at work? ce, Scott. I can't talk right	16	N	lust	and	d ha	ve to			
r.	:AE	now. shouldn'		ce, Scott. I can't talk right	Α	10	2	ь	3 a	4 d			
5	соп	Have you got a h		e again?	В		Lancon		-l.				
	VE			oon. I get a headache	В	1	I mus	-				I have to meet	
		most days.		3		2 he has to sell				5	***************************************		
S	COTT	Then you / see a	doctor.	should		3	we m	ust d	О		6	I have to go	
E	VE	I know. I'll go ne			C	FR/	FRAN Hi there, Tim! Nice to see you! How'				see vou! How's lit	fe? Are vou	
5	COTT	Good. Anyway, it's	s my birt	thday on Saturday. We /					l painti			,	er rac you
		have a party. Wh	at do yo	outhink?should		TIM				_	b th	is week, because	I don't
E	VE	I'm not sure, Scot	tt. I'm so	busy at work at the								t about you? Are	
		moment.						T'V	e got t	to fini	0 k		
S	сотт	But you / work at the weekend! Life is too short. Shouldn't				FR/	N					r is ill, so <u>I return</u> return 1	to
E	VE			if we have a party, we /		TIM						ne gets better.	
		cook anything, I'r				FRA	N					<u>he listen</u> to her d	loctor. She
5	COTT			c. He could bring some								e's got to liste	
		great cold food fi				TIM						one of my paint	
E	VΕ			nany people. It's too much				tak	e to he	r.			-
		work.shouldn't				FRA	N					<u>ou sell</u> your paint	
	scorr I understand. Don't worry, we'll have a quiet party!						you	ı want 1	to make	mo	ney! you've go	t to selv	
			of draw	vers 2 wardrobe				3				-	
3	3 sofa 4 armchair				TIM						are your brother	and his	
1	1 should we buy an armchair										em recently.		
_	2 Should we try it?				FRA	N					ey've just bough		
	3 Should we get it?										h of London, and		
4		-						nnc	ī zome.	rumitur	е тог	it.they've got	totina
		ld I ask that assist				TIM		Do.	thouse	ant a bí	^ B	inting for their liv	d= =
5		ld we go to anoth				H		roo		arre a Di	y þa	mong for their in	ving
6		ld I look on the in				FRA	N			od idea	. 1'11	talk to them. But	Lan now
7		ou think we shoul		wardrobe								ane ticket this m	
8	shou	ld we get a coffee	table							0 005	, ,		
1	shou	id I	5	should take	D	1	don't	havo	**		-	don't have to	
2	l visit		6	should go		2	don't				2		
3	shoul	ldn't try	7	don't think		_			to		6	mustn't	
4			_	you should		_	mustr					mustn't	
						4	don't	have	to		8	don't have to	
R/	ACHEL	You know that			E	1	Do we	have	e to get	the ticl	cet a	t Waterloo?	
				don't you, Sean?		2	Do we	have	e to cha	inge in l	Paris	?	
51	AN	a room or a sma		dea for her. She / look for		3	Dowe	have	to choo	se our c	late	of return tomorro	w?
0.4	ACHEL			ow the city very well, so /		4				ay the f			
Th/	WITHEL	we help her? (D				5			_	my owi			
DI	ESPINA			and a great photography		6						our train?	
		course at the u	niversity	, but my mother wants		7				e our pa			
		me to return to			-					c our pe			
R/A	CHEL	How long is the	course	Despina?	F	1	mustn		_		5	have to take	
DE	SPINA			nk I / find a different		2	have t	o fee	d		6	mustn't use	
		course in Athen	15?			3	must e	eat			7	must ring	
RA	CHEL	No, but I think y or tomorrow.	rou / sp	eak to your mother today		4	don't l	nave 1	to wate	r			
Se	AN		at your	course is only six months									
	JCAN		u / tell her that your course is only six months ng, Despina, and that you'll go home for										
		long, Despina, a	ing that	you'll go home for									

C

D

E

17 The imperative

- A 1 Give me your coat and gloves.
 - 2 give her my best wishes.
 - 3 Have a seat by the fire.
 - 4 Help yourself to sugar and milk.
 - 5 Look outside at the weather.
 - 6 Try my fruitcake with your coffee.
 - 7 Tell me all your news.
- B 1 Give my love to your parents.
 - 2 Give me a ring when you get there.
 - 3 Have a good journey!
 - 4 Enjoy your holiday!
 - 5 Don't forget to email me.
 - 6 Look after yourself.
 - 7 Drive carefully.
- C 1 spend a couple 6 forget our
 2 turn right at 7 have a swim
 3 eat all 8 relax in
 4 make yourself 9 enjoy it
 - 5 see the famous

D	1	Wait	4	turn	7	don't touch
	2	tell	5	Don't go	8	enjoy
	3	don't cross	6	follow		
E	1	stay	4	Work	7	lose
	2	be	5	spend	8	have
	3	Decide	6	go out		
F	1	Put your	6	Don't go	11	don't burn
	2	Have a	7	help yourself	12	don't eat
	3	Look at	8	but ask	13	put it
	4	Don't eat	9	give Sally	14	have some
	5	But use	10	be careful		

18 Have got and have, make, do, and get

- A 1 I've 4 hasn't 7 've got 2 she's 5 haven't
 - 3 's got 6 got
- B 1 Have you got a headache?
 - 2 Have you got any friends at this college?
 - 3 I haven't got any friends here
 - 4 He's got lots of DVDs
 - 5 My parents have got a farm there
 - 6 Have you got any brothers or sisters?
- I'm having a sandwich, because I'm bored. Can I come over? Sunday morning is always the same in my house. Mum has a bath. Dad has a walk. Sonia and Diana have breakfast together. Then Dad comes home and has a shower. Next, Mum and Dad have a cup of tea together. Then Dad reads the papers. Then Mum, Dad, Sonia and me have lunch together. Diana doesn't have lunch with us because she goes to the gym. Anyway, what are you doing at the moment? Are you having breakfast? Do you want to go for a swim or something?
- D 1 Are you having fun
 - 2 My sister is having a bad time
 - 3 She's having a walk
 - 4 She's having a game
 - 5 He's having a swim
- E 1 do 4 making 7 made 2 does 5 does 8 doing 3 makes 6 made
- F 1 make do 5 made got 9 ✓ 2 de make 6 ✓ 10 de get
 - 3 ✓ 7 made did 4 ✓ 8 get did
- G 1 's got 5 making 9 makes 2 getting 6 've got 10 getting
 - 3 doing 7 gets 4 doing 8 has

19 Verb + infinitive

5 planning to create

Α	1	needs to write	6	wants to open
	2	planning to do	7	need to find
	3	decided to change	8	wanted to look
	4	hoping to open	9	hoping to see

Tuesday:

I'm learning to agree at the moment, and I went to my evening class. I tried to noted my partner's hand, but we were dancing too fast and we both fell over! Maggie took a photo on her phone. (hold, dance)

Wednesday:

I started to cook some spaghetti at home for my sister, but then the phone rang and it was Claire from New York, and I forgot to watch the spaghetti, and it burnt. Oh dear! I made a real mess. (cook, watch)

Thursday:

I remembered to MEEt Susie and Maisie in town for coffee. but I forgot the name of the café, so I spent twenty minutes looking for them. I managed to text Maisie in the end, though. (text, meet)

Friday:

I tried to finish an important essay for college on Friday morning, but my neighbour, Ross, is learning to play the drums and it was impossible to work, so I took a photo of him instead, and then I went to the college library. (finish, play)

- to drive 3 to marry 5 to help 2 to answer 4 to say
- 1 It's impossible to finish
- 2 It's easy to use the photocopier, and
 - 3 It's hard to say that you've
 - It's interesting to visit other
 - 5 It's crazy to go to
 - 6 It's wrong to send an email if
- Е I'm happy to be
 - 2 I'm very pleased to meet
 - 3 I'm surprised to see
 - 4 we were sad to hear
 - 5 he was afraid to

decided

- we're glad to welcome
- pleased to hear promise to visit
 - 3 want I'm afraid to buy
 - offered to 10 My parents have refused to give 4

I was surprised to hear

- 5 difficult to 11 I hope to hear
- trying

2

20 Articles and nouns

В

Α	1	an	4	a	7	an
	2	а	5	a	8	a
	3	an	6	an	9	an

Great! It's a big site, isn't it? How many people are ANNE Well, there are a hundred and eighty tents, so we GREG have around six hundred people, I suppose. There's a small supermarket, and someone comes once a day to sell fresh fish.

That's nice. Can we wash our clothes here? SUE Sure. There's a washing machine in every shower GREG house. It costs a euro an hour to use.

Is that @ farm next to the site? ANNE

That's right. You can buy apples there for two euros GREG a kilo. We've got a little cinema as well. There's a film three times a week. Are you both students?

I'm a student, but Anne is an actor. SUE

GREG Really? Well, I'll show you where to go. Come on!

C	1	V	5	a the	9	✓
	2	the a	6	the an	10	✓
	3	the a	7	a the	11	a the
	4	V	8	a the	12	a the
D	1	women	3	cities	5	watches
	2	People	4	feet	6	lives
Ε	1	loaves	4	sandwiches	7	potatoes
	2	pounds	5	fish	8	tomatoes
	3	pence	6	pieces		

21 There is, there are; this, that, these, and those

- 1 there's a bus stop
 - 2 there's another bus
 - is there a supermarket
 - there was a shop
 - there are four or five good supermarkets
 - is there a laundrette
 - is there anything
 - there isn't anything
 - there are two lectures

B Hi Glenn,
How are you? Are you looking forward to Christmas? I know that / are lots of things to do, but it's fun, isn't it? We had our Christmas lunch at work today, and / were thirty five of us in a very small Italian restaurant! Then I went shopping, but I didn't buy many presents, because / were thousands of people on Oxford Street. Anyway, / are only six days left until Christmas now. The kids will be excited this weekend. Perhaps I'll take them to the cinema – / are one or two new

WORD FOCUS 1 omelette 2 chillies 3 sauce

Christmas films at the moment. Do you want to bring your two boys if we go to something? Let me know. Bye for now!

4 herbs 5 garlic

C	1	there's	5	There are	9	There are
	2	There's	6	Is there	10	there isn't
	3	There were	7	there's		
	4	there aren't	8	Are there		
D	1	this	3	that	5	that
	2	those	4	these		
Ε	1	those	7	those	13	those
	2	that	8	That	14	this
	3	those	9	those	15	this
	4	this	10	This	16	this
	5	These	11	this		
	6	that	12	that		
F	1	this	5	there	9	That
	2	There	6	that	10	There
	3	this	7	There		
	4	that	8	This		

22 Countable and uncountable nouns

Α	1 2	piece packet	3 4	cup; spoonfu slices	ıls	
В	1	traffic	3	advice	5	petrol
	2	rain	4	ìce	6	luggage
C	1	a	7	toast	13	homework
	2	any	8	-	14	_
	3	the	9	pieces	15	snow
	4	Α	10	coffees	16	the
	5	bread	11	some		
	6	any	12	some		

D	1	many	3	much	5	much
	2	much	4	many	6	many
Ε	1	many	4	much	7	a lot of
	2	a lot of	5	much		
	3	a lot of	6	many		
F	1	a	6	some	11	many
	2	a lot of	7	some	12	a lot of
	3	some	8	The	13	a
	4	any	9	a	14	some
	5	much	10	some		

23 Pronouns and possessives

Α	1	he	4	him	7	she
	2	her	5	She	8	her
	3	them	6	We	9	They
В	1	lt's	5	lt's	9	it
	2	it's	6	it	10	It's
	3	it	7	us	11	it
	4	you	8	me	12	lt's

Ladies and gentlemen, can I ask / to sit down for a moment, please? I'd like to talk to / for a minute before you go. Thank you. I hope that / will agree with me that we've had an interesting day. When / look at paintings carefully, you understand more about the people around you, don't you ? And as you relax at home tomorrow, perhaps / will think again about some of the beautiful paintings you've studied today. After all, paintings tell you stories about yourselves, your friends and your families. I want to ask you, before / go, to look at one final painting, one of my favourites. What do / think about when / see it? Look at this successful man. Look at the flowers. What do / see? I won't give you the answers. I don't have the answers, anyway. But isn't it true that when you get older, / understand that some things are important, and some things aren't important? Thank / for coming.

D	1	her	5	my	9	your
	2	Her	6	their	10	your
	3	your	7	our		
	4	your	8	his		
Ε	1	my	5	your	9	his
	2	yours	6	my	10	hers
	3	mine	7	yours	11	your
	4	my	8	mine		

F Hi Nora,

Tom left this morning but her Mis books are still here! I'll text him tomorrow. I asked Emily for hers Mer key to the flat. But I'm not sure if the blue cups in the kitchen are ours our cups or theirs – you forget these things when he you live with people for a long time, don't you? By the way, your Mum rang this morning. She's going to visit we us at the weekend. Is it sunny in Mumbai? I don't know what time he it is in India, but I'm going to bed here! Bye!

Hi Brian,

Thanks for your message. It's Monday morning in Mumbai. I've just washed the My hair, and I'm looking out of the window. There's a small bird in the hotel garden, and it's singing an Indian song! Anyway, I'm travelling to Delhi later today. It's about two hours by plane. The name of mine My hotel in Delhi is The Metropolitan. I hope things are OK now at the flat. Did you text Tom? I think some of those books are my Mine, actually. And the blue cups are our DUYS! Your sister gave them to us. And is my mother arriving on Friday or Saturday? Bye for now!

24 Possessives (2)

A 1 Sabino's shoes 5 men's tollets
2 Lucas's coat 6 Thomas's cup

3 your sister's sandwich 7 children's coats

4 boys' football

WORD FOCUS A newsagent's **B** greengrocer's **C** baker's **D** optician's **E** butcher's **F** chemist's **G** florist's

B 1 baker's 3 chemist's 5 butcher's

2 newsagent's 4 optician's

C Turkey's Prime Minister arrives in Uganda at the beginning of the Africa Trade Talks

After today's meeting, Shell's Chief Executive refuses to answer questions from journalists. Film star says that the Government's idea for a new airport is wrong

A small plane lands on the top of a mountain in Peru to help three Australian tourists

No tickets left for next month's concerts by the Philadelphia Orchestra at New York's Carnegie Hall

D 1 friends of mine 4 flatmate of hers

2 friend of my Dad's 5 colleague of Paul's

3 schoolfriend of ours 6 a good idea of mine

WORD FOCUS 1 a pearl necklace 2 a diamond ring

3 a gold bracelet 4 an earring 5 a gold ring

E 1 ✓ 6 ✓ 2 yesterday's evening news 7 ✓

3 guests' coats4 9 London's number one

5 friend of mine

MANDY

Hi, Toby! How are you? How are things

TOBY

Well, Mandy. There's not much happening really. My brother brother's wife, Shelly, is going to have her fifth baby in June. The friend's other four are girls, so she's hoping for a boy. Then, my best friend friend's son has decided to go and live in India. He wants to make carpets, I think. And then, do you remember my sisters? Kate and Mirabelle? They have a florist florist's in Birmingham. Well, Kate Kate's boss won two million pounds in last week week's lottery, and she gave Kate a hundred thousand pounds, and now Kate and Mirabelle are going to travel around the world, and my dad is going to buy my sister sisters' shop. What about you? Any news?

MANDY No. my life is real

No, my life is really boring at the moment. I've just spent half an hour at the dentist dentist's. That's not very interesting, is it? And I've just been to the shoe shop as well and changed a pair of Freddie Freddie's shoes, because they were too small. And then Carly, a friend of mine, is going to Spain on holiday next week. I think that's all. No, wait a moment. Do you remember my parent parents' house in Cornwall?

TOBY Yes?

MANDY Well, I've got a photo of it. Would you like to see

it?

25 Adjectives

- A(i) Hi Milly, I can come round to your house in the evening, but I'm shopping during the day. to. I'm looking for a white jacket to wear to wear with my blue and green dress at Julie's wedding. I also want two square Japanese plates, some red roses, a small, round lamp, and a short yellow skirt for my holiday. It's a long list, isn't it? I'd better go! See you later, Kate.
- (ii) Colour adjectives: white blue green red yellow Size adjectives: small short long Shape adjectives: square round

WORD FOCUS 1 high 2 wide 3 huge 4 fat

5 thin 6 tall 7 short

B 1 blue and red 4 huge house 7 yellow dress 2 tall 5 high 8 green table

2 tall5 high3 long blonde6 tiny black and

C	Wouldn't you like to live in a nice town with two beautiful
	small parks and a huge round lake? in our new town the
	trees are tall, and the streets are wide. Make a journey to
	Springville. We'll give you a big welcome when you arrive.

- D 1 Scottish wonderful wonderful Scottish
 - 2 eld herrible horrible old
 - 3 fantastic little ✓
 - 4 Portuguese great great Portuguese
- E 1 tall Welsh
 - 2 beautiful old silk
 - 3 narrow wooden
 - 4 fantastic, red and green, Turkish
 - 5 wide silver

F 1 seems 4 look 7 tastes 2 sounds 5 feels

3 smells 6 looks

26 Comparative and superlative adjectives

Α	- 1	cheaper	6	thinner
	2	honsing	7	

2 heavier 7 more powerful

3 lighter 8 faster

4 wider 9 more expensive

5 bigger 10 better 1 more famous 7 smaller

2 noisier 8 more beautiful
3 wetter 9 friendlier
4 older 10 richer

4 older 10 richer 5 busier 11 cleaner

6 than 12 more interesting

- C 1 He's worse than
 - 2 He's fatter
 - 3 Mr Samson's / Mr Samson is nicer and funnier
 - 4 he's more intelligent
 - 5 Is it more difficult than
 - 6 I think I'm luckier
 - 7 am I prettier than
 - 8 You're sillier than
 - 9 You're hungrier than
 - 10 it's colder
- D 1 best 6 most expensive 2 biggest 7 most peaceful

3 most beautiful

warmest 9 most famous

nicest

5 sunniest

E	1 2 3	friendlier than nearer	4 5 6	ever most of		7 8 9	expensive the in
F	1 2 3 4	strongest better tallest weaker			6 7 8 9	youngest best older worst	
	5	more difficult			10	best	

27 Adverbs of manner

Α	1	quietly	4	carefully	7	slowly	
	2	correctly	5	properly	В	easily	
	3	heavily	6	noisily			
D			_		_		

B 1 correctly 3 slowly 5 quietly 2 loudly 4 politely 6 beautifully

C ... We walked quickly into the town centre, and I took them to the market. We had a really good time there. Then we walked slowly to the cathedral. But there was one problem in the cathedral. One of the tourists asked a question loudy, and a tall woman said something angrily. But it was OK in the end. We had a good visit. Unfortunately, it rained neaving on the way back to the bus station, but most of the group had umbrellas!

D ... She plays the piano very well, too. I'm not very good at music, as you know, but I can cook quite well, and I can paint well, so I'm lucky, aren't I? Anyway, do you want to meet later today? I don't really want to go to Sammy's party this evening. I didn't sleep very well last night, so I feel tired today. We could go to that new Japanese restaurant on Dean Street. Greg says that it's doing well. Hope to hear from you later.

E 1 fast 4 early 7 early

2 hard 5 fast 3 hard 6 late

F BEN There's a skiing holiday here for two in Switzerland for £50, if we leave £01/14 in the

Yes, it snowed hard last week in Austria and

Switzerland.

Can we pack a dickly enough? It's nine o'cl

cannov Can we pack quickly enough? It's nine o'clock already.

i think so. But there is one problem. I ski very padly, I'm afraid.

CANDY Oh. Well, there will be a ski school. I'm sure you'll

learn fast,

candy You have to move correctly. That's the

important thing.

BEN And you have to turn Spowly, don't you?

8 Adverbs of degree

- My new colleague Simon is very friendly
- 2 I was late for a really important meeting
- I really need another coffee
- She was very angry
- I really love weekends 5
- it's got to be very cheap
- I really hope that you find one
- I was fairly lucky 1
- I got a flat guite guickly 2
- He's pretty funny

auite

- I quite like the food here
- the bus service is quite good
- Our teachers are fairly young
- and it's pretty cold here 7
- but they were quite expensive
- 1 Sure. August would be quite/very good, I think.
- No, that's late, Charlie. It's a summer car, I know, but consumers buy cars fairly/really early.
- Alright, but that's pretty/very soon. We need to finish the TV ad.
- 4 I saw the idea for the advert yesterday, Charlie. It's quite/very serious, isn't it?
- Sure, they'll remember it, Charlie. It's fairly/very beautiful.
- 6 But it's also really/pretty sad. My question is: do we want a sad ad?
- But we've got Sam Taylor in the ad. He's quite/really famous!
- George is right. Charlie, I'd like you and George to work together on this. Is that OK? I think you could be fairly/ very special together. What do you think?

9 pretty

5 pretty

	•		*		
2	really	6	quite	10	really
3	fairly	7	Quite		
4	quite	8	really		
1	1	4	very really	7	fairly quite
2	1	5	1	8	very really
3	pretty quite	6	✓	9	1

F First of all, it's quite a friendly place, in fact. For example, there are quite a lot of cafés where people go with colleagues for coffee, lunch etc. That's very nice. And I suppose you see quite a lot of famous WOMAN people. The headquarters building of the BBC is fairly close to Oxford Circus. Yes, but I'm more interested in the shops. MAN They're quite expensive, but can get any new CD or DVD immediately! So are there any problems here? WOMAN

Yes. The underground is really busy in the MAN morning, but if you drive to work, it's pretty hard to find a parking space! Sometimes I arrive Very early at work, but it's still fairly busy.

Well, thanks very much for your time. WOMAN

29 Prepositions

Α	1	at	3	in		5 on
	2	on	4	on		6 in
В	1	at the office			4	at the newsagent's
	2	at the airport			5	in bed
	3	at the dentist's				
C	1	under	4	on		7 in
	2	in	5	in		

6 at

above Ð Hi Alex,

> Can we meet today? I'm flying to Mumbai on Friday, and I'd like to talk to you about the trip. Who did you meet when you went there on in May last year? My trip to Mumbai is quite short. I'll be back on Thursday in next week. I'm trying to fix some meetings at in the moment, but I need your help! Anyway, I'm in a meeting on this morning until from ten till eleven, but we could meet on at lunch, if you like. I'm going to visit our Bristol office in this afternoon, so could we have an early lunch at in twelve o' clock perhaps? If that's not possible, maybe we could meet on in the evening? I hope to hear from you soon.

Е	1	in	6	at	11	At
	2	in	7	in	12	In
	3	at	8	on	13	under
	4	till	9	At	14	above
	5	behind	10	in	15	at
F	1	on	5	in	9	on
	2	in	6	under	10	on
	3	until	7	at	11	this
	4	at	8	from	12	at

30 Conjunctions

Hi Linda.

I've just got back from Scotland. It was fun, / it was also very tiring! It rained every day, of course, / the mountains were beautiful. We camped near in the Highlands near Inverness. The kids loved the campsite, / it was pretty cold at night! We bought most of our food at the campsite shop. It took a long time to get our meals ready in the evening, / they tasted delicious. After dinner the kids played games, and I read my book. I'm sure we'll return to the campsite one day, / next time we'll go in August, not April!

Best wishes, Maggie

- В 1 or a cup 3 or a TV 5 or read a 2 or any sugar 4 or a quiz
- C Our kids need to eat healthy food, but we know they often prefer burgers, pizzas and chips. Experts say that we should all – kids and adults – eat five portions of fruit or vegetables every day, if we can. This may be a good idea, Out what do we do when our kids say 'no'? That's the question. You can give your kid a piece of fruit - a banana or an apple or a pear - to take to school, but you won't be there at lunchtime! Last week I put an apple in my son's lunch box every day, and he took it to school, but then he brought it home again, and said, I wasn't hungry, Mum. If you've got any good ideas, write to me or email me, and we'll put your letter in the magazine.
- D and but 2 but and 7 3 and and and
- E 1 SO 3 because Because 2 SO 50
- I'm going to a wedding.
 - 2 I could work on Sunday afternoon.
 - 3 her mother is ill.
 - 4 I need to work in the library on Thursday.
 - 5 you could leave early then.
 - 6 I'm sure we'll sell lots of them.
 - we'll close the shop for tonight.
- 1 5 but and 9 because 2 and 10 and SO 6 3 but 7 SO 4 because 8 or

Answerkey Over to you

01 Be: Present simple

I'm Daniel and I'm from Frankfurt. I'm 30 years old and I'm a doctor. What's your job? My sister is younger than me and she's a teacher. Our parents are from Munich. Munich is in the south of Germany. Their house is a lovely old building and they are happy to live there. It's a beautiful day here today in Frankfurt, but it's cold. Is it sunny where you are? Best wishes.

Daniel

02 Present simple

1 speak

love

2 play

4 eat

6 don't like

My friend Carlos comes from Burgos in the north of Spain. He speaks Spanish and English. He goes to the gym every week, and he buys two or three new CDs at the weekends. He sometimes goes skiing in the Pyrenees. He likes pizzas and pop concerts, but he doesn't like homework.

03 Present continuous

Dina? It's Mike here. What are you doing? MIKE

I'm sitting in the garden. What about you? DINA

I'm listening to a CD. Is Dan in? MIKE

No, he's spending the weekend in Scotland. DINA

MIKE How is he, anyway?

He's OK, but he's working too hard. How are you? DINA

Not bad, thanks. I'm enjoying life at college. And MIKE

Fine, I'm learning French again, but it isn't easy. DINA

04 Present simple and present continuous

Hi Mark!

I come from Bangkok. I live with my parents, and I teach English in a local school. I play basketball and tennis at the weekends, and I cook Thai food for my friends every week. My parents are visiting my grandmother in the north of Thailand at the moment, so I'm looking after myself. I'm learning to drive this year. I like reading and I love swimming in the sea, but I don't like English grammar!

Best wishes, Bo

05 Present simple and present continuous questions

- When does Buckingham Palace open in the morning?
- Have you got any information about the Tower of London?
- Where is the Globe Theatre, please?
- Does the British Museum open every day?
- Have you got a map of the City of London?
- Does the underground go to Hampton Court Palace?

06 Past simple

t I got up early on Saturday morning, but I didn't do very much. In the afternoon, I went into town. I met a couple of friends, and we did some shopping. We didn't buy very much, but we had a good time. In the evening, I saw a film at our local cinema. Afterwards, we had a pizza and I took a taxi home. On Sunday morning, I played football in the park. In the afternoon, I did some work for college, and then I watched TV for a few hours.

In 2005, I visited my brother in America. First, I flew to Seattle. Then my brother and I travelled together to California. We spent a week In Los Angeles. Then we drove to the Grand Canyon. It was fantastic! We camped for a few days in the Rocky Mountains. Afterwards, we flew from Denver to New York, and we met some friends there. They showed us the Statue of Liberty and Macey's and Central Park and all those things. Finally, I took the plane back to London, and my brother returned to Seattle.

2 Where were you born? Did you write stories at school? Did you go to university? What did you study? What did you do after university? When did you write you first book? Was your first book successful?

07 Past continuous

Tuesday 24 July:

I went to work by bus. While I was walking along Oxford Street on the way to the office, I met a colleague, Bill, and we had breakfast together. I was working hard on the computer all morning, so at lunchtime I went for a walk in Regent's Park. It was a sunny day. People were sitting on the grass. In the afternoon, I went to two long meetings. I was talking to Bill at the end of the second meeting when my brother rang. He said he was in London for two days on business. We had a meal together in the evening.

08 Present perfect

- I've had four cups of coffee.
- I've been to the supermarket.
- I've spoken to my brother on the phone.
- I've never been to Morocco.
- I've never played golf.
- I haven't swum in the Red Sea.
- Roger Federer has won Wimbledon again.
- It has rained every day.
- The new Prime Minister has answered questions in Parliament.
- Have you ever made a film in London?
- Have you ever met Brad Pitt?
- Have you ever kissed Julia Roberts?

09 Past simple and present perfect

Dear Sir/Madam.

I'm interested in becoming a Saturday assistant at 'Coffee Time'. I've never worked in a coffee shop, but I was a waiter in a restaurant in Italy last summer, and I cleaned tables, too. I also worked in a clothes shop two years ago on Oxford Street in London. I've studied English for six years, and I've lived in London for three months. I started my English course two months ago at the Shakespeare School of English, and I've made good progress. Last week I passed my class test with 80%. I enjoy talking and listening to customers.

I look forward to hearing from you. Yours faithfully,

10 The future with going to

Hi Christine,

Thanks for your message. My weekend is quite busy. On Saturday morning, I'm going to go into town. I want to buy some new CDs. I'm going to meet Steve at lunchtime, and we're going to play tennis in the afternoon. I'm not going to go out on Saturday night, but I'm going to take the train to Brighton on Sunday morning. My girlfriend and I are going to spend the day by the sea. It's going to be a good weekend! Are you going to work on Saturday as usual? Are you going to see Mike on Saturday evening? Email me again soon!

Dave

11 The future with will and shall

MATT	Di? It's Mike here, Shall we go out tonight?
DI	Sure. We had a meal last week, so shall we go to
	the cinema this time?

MATT OK. What film shall we see?

Well, I think the new film with Kiefer Sutherland will be good.

MATT Great. When does the film start?

I don't know. I'll phone the cinema, and call you

back.

MATT Good. Do you think the cinema will be busy?
Perhaps. Shall I book tickets on the phone?

MATT I think that's a good idea.

OK. I'll talk to you again in a moment,

What are a file of the state of

MATT Fine. Bye!

12 Questions

WHAT	What sort of books do you like?
WHAT	What do you do on Saturday nights?
WHAT	What sort of job do you do?
HOW	How often do you play sports?
HOW	How far do you travel to work?
HOW	How many books do you read every month?
WHERE	Where are you going this morning?
WHERE	Where do you do your shopping?
WHERE	Where do you go on holiday?
WHEN	When do you normally get up?
WHEN	When do you finish work?

When do you go on holiday?

13 Can

WHEN

Dear Mr Spurling,

John Smith

I would like to apply for the post of Student Assistant. I can swim and I can play football, tennis and basketball. I can also sing one or two English songs. I can't dance, but I can play the guitar. I often go for long walks with friends in the countryside, and I can tell the names of many flowers and trees. I can also drive, and I can cook simple meals. Unfortunately, I can't work for you in the last week of July, because I need to finish a university project. Can I start on 1 August? I can work an extra week after the end of the camp, if you need me.

14 Could, was able to, managed to

- Could I have an alarm call at seven in the morning, please?
 - Could I have some chicken sandwiches in my room, please?
 - Could I check my email, please?
 - Could I reserve a table for three for tomorrow night, please?
 - Could I have a swim in the pool, please?
 - Could you call me a taxi, please?
- 2 See B in unit 14.

15 Should

See the second email in exercise E.

16 Must and have to

- You must see the famous sights in London, for example, Buckingham Palace and Big Ben.
 - You must visit one or two of the hitorical English cities like Bath, Oxford and York.
 - You must spend a few days in Scotland, because it's a beautiful country.
- I have to get up at seven in the morning to go to work, but I don't have to work late – I normally finish at five.
 - I have to take my mother's dog for a walk every day.
 - I don't have to do any work in the garden, because we live in a flat!
 - I have to cook dinner on Friday evenings, but I don't have to wash up.

17 The imperative

- · Visit the big museums they're normally free.
- Take a boat trip on the Thames. You'll get some great views of London!
- Don't take taxis everywhere, because they're expensive.
- Try to find a budget hotel on the internet before you arrive.
- Enjoy the parks. Often you can walk through them on your way to a gallery or the shops.
- Don't forget to buy a travel card. You'll save money on the tubes and buses.

18 Have got and have; make, do, and get

- 1 I've got a new computer.
 - I've got four Metallica CDs.
 - I've got two brothers.
 - I've got an aunt in Scotland.
 - I've got black hair.
 - My dad's got a big nose.
- My brother sometimes does the washing-up.
 - We have breakfast at 7 a.m.
 - I often get an English newspaper.
 - My dad is making dinner.
 - Steve is having a good time on holiday.
 - Maria is doing very well at college.

19 Verb + infinitive

Saturday 15 November:

I tried to go to the gym on Monday, but I got up too late. I'll try to go on Monday and Wednesday next week. On Tuesday, I bought a book on South America. I'm planning to visit Brazil in the summer. On Wednesday, Sara offered to buy me dinner. (I helped her in her garden last week.) I went to a Portuguese class on Thursday, but it's difficult to learn a new language in the evening, when you're tired. On Friday, I was surprised to get an email from my American friend, Stu. He's coming to England next month.

20 Articles and nouns

- 1 See exercise B
- We went to Borough Market yesterday. There were a lot of people there. Josie bought two brown loaves. Then I bought some sandwiches because we were hungry, and Josie bought two pieces of haddock at the fishmonger's. The woman was very friendly. Finally, I bought some potatoes and tomatoes at the greengrocer's. It was a good trip. In the evening we had fish and chips with a tomato salad.

21 There is, there are, this, that, these and those

Hi Matt,

Do you want to do something this evening? There's a new swimming pool in the town centre. We could go there for an hour. Do you remember that afternoon at the old pool? The water was so cold. I hope this new pool is better. Or we could go to the Café Mozart. There were a lot of people there last night. It was fun. Give me a ring later. Are there any things that you want to do? Bye for now. Sally

22 Countable and uncountable nouns

'Hi Sarah! This is Paul here. Thanks for going to the supermarket. We need some milk, and we need two loaves of bread. Also, we haven't got any apples or oranges, and we haven't got any rice. And we need some chicken for the weekend, and we haven't got any pasta! I think that's everything. See you later.'

23 Pronouns and possessives

Hi Dave.

How are you? It's raining here in Rome. I'm writing this email on my new laptop. I hope you get it! Gina, one of my best friends, is going to London next week. It's her first trip to England. Can I give her your phone number? Hers is 07896 456321. By the way, have you seen a pair of brown gloves? If you have, they're mine! I'm sure I left them in your house in December. Bye for now! Silvano

24 Possessives (2)

Hi Phoebe,

I hope you're well. An old schoolfriend of mine is visiting me this next week. We're going to borrow my sister's car and drive to a colleague's flat by the sea. I think it will be nice. Then, next month my brother and I are flying to my parents' house in France. They bought it last year. My brother's new girlfriend is coming, too.

Anyway, that's all for now. I hope to hear your news soon!

25 Adjectives

Dear Donna,

I'm staying in a great little hotel in Portugal. The sun feels fantastic after the rain in Manchester. There's a friendly Spanish couple in the room next to me. We had a nice meal together yesterday evening. You would love it here - you can buy silver and gold jewellery at the market on Tuesdays and Fridays.

See you soon!

Frances

26 Comparative and superlative adjectives

- 1 Bath is my home town, It's close to Bristol, Bristol is a much bigger, noisier city, but the centre of Bath is older and prettier. Hundreds of tourists visit Bath in the
- 2 The Lake District is one of the most beautiful parts of the UK. It's the best place for nice, long walks near lakes and mountains. August is the busiest time, so it's better to visit in June, for example, or September. The prettiest little town is Ambieside, in my opinion. It's close to Lake Windermere, the biggest of the lakes.

27 Adverbs of manner

- can swim well.
 - I can play the piano well.
 - I cook quite well.
 - I write essays quite well.
 - I don't speak Spanish very well.
 - I can't sing or dance very well.
- 2 My brother works very hard for his company.
 - My friend Mike eats noisily.
 - My uncle talks very quietly.
 - My teacher speaks very clearly.

28 Adverbs of degree

See exercise E for an example.

29 Prepositions

Hi Tony,

Could we meet soon? I can't meet today. I'm the only person in the office. Dave is in hospital, and Brenda is at home. because her son is ill. Pete is in New York at a conference. Sally is at college. She studies business management one day every week. So could we meet tomorrow? I'm free in the afternoon. Shall we meet at three o' clock? I hope to hear from you soon.

30 Conjunctions

Dear Ms Brown,

I would like to apply for the post of assistant for your Summer School. I'm twenty two years old, and I live in Spain. I'm looking for an interesting and useful summer job before I start work for a travel company in September, I will finish university in June this year. I am studying languages (French, English and Italian) because I want to work in different countries during my career. I have a driving licence, and I can use computers. I haven't done many jobs, but I have worked for a travel agent's in Madrid as part of my university course. I've been to Britain many times, so I believe I can help your students with their trips. I am happy, of course, to send you my CV or references from my university. Best wishes.

Carmen Nieto

Index

A	an 78-9, 86	
1 78-9, 86-9	with adverb of degree 112	50.3
	after there + be 82	can 50-3
with adverb of degree 112 after there + be 82	or no article 86, 92	ability 50-3
or an 78-9	and 118	negative 50
with countable nouns 86	with adjectives 98	possibility 50-3
or no article 86, 92	answers, short 48	questions 50
or the 78-9	any 86	requests, offers and permission 52-3
	after there + be 82	with see, hear, smell 50
bit + comparative adjective 102	anything, with do 72	cannot 50
ittle + comparative adjective 102	apostrophes (') 94-7	can't 50
lot + comparative adjective 102	for time 94	carefully 106
lot of 88, 112	without a noun 94	certainty 40, 42
after there + be 82	are 2, 20	comma
piece of 86	aren't 2	with conjunctions 118, 120
ability	articles 78-81	in sentences with while or when 28
can 50-3	with adverbs of degree 112	to separate adjectives 98
could 54-7	at	conjunctions 98, 118-21
with well 108	place 36, 114	could 54-7
able	time 14, 16, 36, 116	ability in the past 54-7
was able to 54-7	at the moment 12, 14, 16	questions with 54
above 114		couldn't 54-7
adjectives 98-105	at the weekend 6, 16, 36	countable nouns 86-9
be + 4, 100	D.	
colour 98	В	D
comparative 102, 130	badly, with do 72	
forming adverbs from 106, 108, 130	be 2-5, 129	decide 74
How? + 46	+ adjective 4, 100	decisions 38-41, 42-5, 74
irregular 102, 104	+ adjective + infinitive 76	description
it's + adjective + infinitive 76	+ noun 4	adjectives for 98, 100
listed with and 98	in continuous tenses 2	adverbs 106, 112
nationality 100	for introductions 2	be + noun or adjective 4, 76
order of 98-101	for location 2	with can 50
possessive 92	negative 2, 24	Past Simple for 22
shape 98	for occupations 2	using Past Continuous 26
size 98	Past Simple forms 22	did/didn't
superlative 104, 130	Present Simple forms 2-5	with Past Simple 24-5
to describe materials 100	questions 4-5, 20-1, 24, 46	in questions 18-21, 24-5, 46
dverbs 106-13	for saying where you are from 2	direct object 106
degree 110-13	short forms 2, 38	do 8, 18, 24, 46, 72-3
forming from adjectives 106, 108, 130	there + 4, 82-5	negative 8, 64, 68
frequency 6, 16, 32, 36	for the weather 2	in Present Simple 8, 18
How? + 46	be going to 38-41	questions 18-21
manner 106-9	because 120	with something, nothing, anything
order in sentence 6, 16, 32, 36, 106	been 32	and everything 72
time 108		with well and badly 72
dvice 58-61, 68	begin 74, 129	do not 8, 64, 68
go 22, 36	behind 114	do well 108
gree 74, 90	belong to 90	does 8, 18
m 2, 20	best 104	
wei z, av	better 102	doesn't 8-9, 64
	but 118	done 30
		don't 8-9, 64, 68
		don't have to 64

Ε	have got	infinitive 74-7, 131
	and have 70-3	don't/do not or does/doesn't
early 108	negative 70	before the 8
easily 106	have got to 62	it's + adjective + 76
emphasis 32, 110	have to	negative 8, 131
ever	+ verb 62	to + 74-7
after superlative adjective 104	and must 62-5	use after certain verbs 74
and Present Perfect 32, 34, 36	negative 64	verb + 74-7
every 116	questions 64	without to 66
everything, with do 72	he 90	informality, short forms 2, 8, 38, 42, 50, 62
	+ verb forms 2, 6	information
F	he is 2	Past Simple for 34
	her 90, 92	simple questions for 18, 46, 48
facts, talking about 6, 14, 100	here 84	-ing forms 128
fairly 110, 112	hers 92	of Past Continuous 26, 128
farthest 104		of Present Continuous 10, 128
fast 108	he's 2, 30	questions 20-1
feelings	him 90, 92	instructions 68
be + adjective 4, 100	his 92	intentions 38-41, 42-5
describing 76	history 22, 24, 34, 36	
Present Simple for 16	hobbies 6, 14	'interruptions', describing 28
forget 74, 129	hope 74	introductions 2
from 116	How? 46	irregular verbs
fromto/until 116	+adjective/adverb 46	past participles 30, 129
Future	+ be 4, 46	Past Simple forms 22, 129
with going to 38-41	How far? 46	is 2, 20
intentions 38-9, 42-5	How many? 46	is there? 82
negative 38, 40	How much? 46	isn't 2
offers 42-5	+ do/does 18	it 90, 92
predictions 40-1, 42-5	How often? 46	+ verb forms 2, 6
questions 38, 40		it is 2, 76
with will and shall 42-5		it was 76
	•	it will/it'll 76
G	190	it's 2, 30, 76, 92
S.	instead of you for advice 58	its 92
get 72-3, 129	l am 2	compared with it's 92
go 38, 129	1'11 42	l've 30
and going to 38	l'il see you later 42	
go and+ verb 118	l'm 2	1
going to 38-41	+ adjective + infinitive 76	,
gone 32	I'm not 2	just, and Present Perfect 30, 34, 36
'Goodbye', informal 42, 70	I'm sure 42	
got, have got 70-2	imperative 66-9	K
3 -4,	negative with don't 68	Impart 12, 26
H	to give instructions 68	know 12, 26
	In	and Present Simple 8, 14, 16
hard 108	place 36, 114	
has 6	with superlative adjective 104	L
in Present Perfect 30-3	time 6, 116	last week/month/year 22, 36
hate 12, 26	in the morning 6	late 108
and Present Simple 14, 16	in the summer 6, 16, 36	learn 74, 129
have 6, 129	ili tite sullititel 0, 10, 30	like 8, 12, 26
and have got 70-3		and Present Simple 14, 16
Present Continuous 70		long-term actions, Present
in Present Perfect 30-3		Simple for 14-17
Present Simple forms 6		lots of 82
questions with 46		
		love 12, 26

and Present Simple 14, 16

M	O	place
mde 22, 30	object, direct 106	expressions 36, 46
make 72-3	occupations 2	prepositions of 114
nunage 74	of	plan 74
managed to 54-7	+ possessive pronouns 96	plans or decisions 38-41, 42-5, 58, 74, 84
100 46, 88	after superlative adjective 104	please
or a lot of 88	not an apostrophe 94	and imperative 66
after there + be 82	off 114	not used with offers 52
■ 90, 92	offer 74	politeness
		with could 54
92, 96	offers 74	imperative not used for 66
modal verbs 50-65	with can 52-3	with shall 44
questions with 46	Future 42-5	short answers 48
+ comparative adjectives 102	imperative 66	possession
most + superlative adjectives 104	with or 118	adjectives 92
and 46, 88	with some 86	have got 70
+comparative adjective 102	often 14, 16, 46	pronouns 92, 96
or a lot of 88	on	's and s' 94-7
after there + be 82	place 36, 112	Whose? 48
most 62-5	time 6, 14, 16, 116	possibility
+ verb 62	travel 114	can 50-3
and have to 62-5	one/ones, with this, that, these, those 84	with will 42
questions 64	opinion 76	predictions
mestri't 64	adjectives for 100	with going to 40-1
92	questions 42, 60-1	with will or shall 42-5
	or 118	
	in negative sentences 118	prepositions 114-17
	our 92	of place 114 of time 16
mes, and 's 94	ours 92, 96	
mionality, adjectives 100	Vals 92, 90	verbs + and object pronouns 90
====ssity 62-5		Present Continuous 10-13, 131
and 74	P	-ing form 10, 128
6, 16	parts of the body 92	expressions with the 12
and Present Perfect 32, 34, 36	Past Continuous 26-9	full and short and forms 10, 12
28, 30, 32, 34, 36	for actions in progress in the past 26	have 70
Lest 116	description in 26, 28	negative 12-13, 131
	forms with was/were 26	and Present Simple 14-21
or not any 86	negative 26	questions 18-21, 131
2	and Past Simple 28-9	for saying how things are different
mat any 86	questions 26	from normal 16
ming, with do 72	verbs which don't use the 26	for slow changes 12, 14
and the second s	past participle	for telling people so that they say
articles 78-81	irregular verbs 30, 129	something in response 10, 14
countable 86-9	in Present Perfect 30-3	for temporary actions 14-15
egular plural forms 80, 94, 127	regular verbs 30, 128	for things happening 'around now' 12,
order of adjectives before 100	Past Simple 22-5, 131	14
alural 80-1, 82, 94	be 22	for things happening now 10, 14
mal forms 80, 127		verbs not used in the 12
and possessive adjectives 92	describing 'interruptions' 28 with did/didn't 24-5	Present Perfect 30-7, 131
swith irregular plural 94		full and short forms 30
with regular plural 94	for finished past actions 22, 34, 36	negative 32, 131
swith singular 94	forms 22, 128	and Past Simple 34-7
singular 82	irregular verbs 22, 129	questions 32, 131
and short forms of Present Continuous 10	negative 24-5, 131	uses of 30, 32, 34, 36
sampular or plural same form 80, 86	and Past Continuous 28-9	
spelling rules 6	and Present Perfect 34-7	
and this, that, these, those 84	questions 24-5, 131	
-countable 82, 86-9	for stories and history 22, 34	
	permission 52-3	

permission 52-3

ber 78, 80, 82

Present Simple 2-9, 131 be 2-5	R	suggestions with could 54
with do/does 8	really 110, 112	imperative 66
for feelings 16	reasons 46, 120	with or 118
have 6	refuse 74	with shall 44
for long-term actions 14-17	regular verbs	
negative 8-9, 131	past participle 30, 128	T
and Present Continuous 14-21	Past Simple forms 22, 128	•
questions 18-21, 131	Present Simple forms 6, 127	temporary actions, Present
regular verb forms 6, 127	remember 74	Continuous for 14-15
pretty 110, 112	requests 52-3	than + comparative adjectives
probability	with a/an and some 86	102 that 84-5
negative form of the Future for 40	with could 54	and those 84
with will 42	results 120	
problem, there's a 82	right 112	That's right 84
promise 74	routines 14, 16, 46, 116	the 78-9, 86
pronouns 90-3	rules	or a/an 78-9
object 90, 92	with can 52	before superlative adjective 104 for musical instruments 78
possessive 92, 96	with must 62	
and short forms of Present Continuous	Witti Middle OZ	or no article 92, 114
10	c	their 92
subject 90	S	theirs 92
-	s' and 's 94-7	them 90, 92
punctuation	See you later 42	there 84
with adjectives 98	sentences	there is/are 4, 82-5
with conjunctions 118, 120	joining ideas in 118	there was/were 82
in lists with and 118	subject and verb 118	these 84-5
in sentences with while or when 28	shall 44-5	these days 12, 14, 16
	she 90	they 90
Q	+ verb forms 2, 6	they are 2
question words 46-8	· ·	they're 2
+ do/does 18-21	she is 2	they've 30
with be 4, 20, 46	she's 2, 30	think
before will 42	short forms, informal 2, 8, 38, 42,	and Present Continuous 16
with did + subject + verb 24-5	50, 62	and Present Simple 8, 14, 16
questions 46-8	should 58-61	with should 60
+ do/does or did 18-21, 24-5, 46	questions 60-1	with will 42
with be 46	think before 60	this 84-5, 116
with can 50	shouldn't 58-61	and these 84
with could 54	so 120	this morning 22, 36
with have 46	so much/many 88	this week/month/year 12, 14, 16, 36
with have to or must 64	some 80, 86	those 84-5
for information 18	after there + be 82	till/'til 116
with modal verbs 46	in questions 86	time
opinion 42	some friends of mine 96	adverbs of 6, 108
Present Simple and Present Continuous	something, with do 72	apostrophes for 94
18-21	sometimes 6, 14, 16	expressions for a finished 22, 34, 36
with shall 44	spelling	expressions of 16-17, 116
short answers 4, 48	changes to -ed form 22, 30	phrases 12, 14
with should 60-1	rules for verbs and nouns 6	prepositions of 116
to ask friends what they want 18	start 74	questions 4, 46
word order 4, 20-1	story-telling	to
	Past Continuous in 26	+ infinitive 74-7
yes/no 4, 46, 48	Past Simple for 22, 34	time 116
quickly 106		
quite 108, 110, 112	subject 118	today 36
quite a 112		too much/many 88
quite well 108		true 112
		try 74

U	were 22, 24, 26
	we've 30
uncountable nouns 82, 86-8	What? 48
under 114	+ be 4, 20
understand 12, 26	+ do/does 18
and Present Simple 14, 16	when, with Past Continuous and Past
until 116	Simple 28
us 90, 92	When? 46
usually 6, 16	+ do/does 18, 24, 46
	+ will 42
V	Where? 46
3 4E 110	+ be 4, 20, 46
verbs 2-45, 118 + infinitives 74-7	+ do/does 18
	Which? 48
+ prepositions and object pronouns 90	while, with Past Continuous and Past
-ing forms 10, 26, 128 after do/does 8, 18	Simple 28
spelling rules 6	Who? 48
tenses 2-45, 131	Whose? 48
see also irregular verbs; regular verbs	Why? 46
	will 42-5
very 108, 110, 112	word order
wery well 108	adjectives 98-101
TAZ	adverbs of manner 106
W	frequency adverbs 6, 16, 32, 36
want 12, 26, 74	in questions 4, 20-1
and Present Simple 14, 16	worst 104
questions with do/does 18	WOISE 104
earnings 68	V
was 22, 24, 26-7	Υ
was able to 54-7	yes/no questions 4, 46, 48
90	you 90
we are 2	for groups or for general application 90
meather 2, 26, 40, 68, 90	you are 2
108	you should/shouldn't 58
with do 72, 108	your 92
sell done 108	you're 2
==== 22	VOUES 92 96

you've 30

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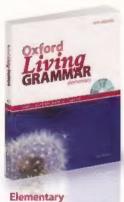
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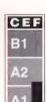
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Contents

Int	roduction	page iii	Tal	king about the future	
Pre	sent tenses		10	The future with <i>going to</i> page Things we have decided to do	? 38
01	Be: Present simple I am; I'm not Are you hungry?; What time is it?	2	11	Predictions The future with will and shall Will: predictions, decisions, and offers	42
02	Present simple I work; he studies We don't know; he doesn't remember	6	Ou	Shall: suggestions and offers Questions	
03	Present continuous I am waiting; he's making It is not working; we're not coming	10		Questions Yes/no questions; where, when, why, how What, which, who, whose; short answers	46 /
04	Present simple and present continuous Long-term or temporary actions	ıs 14		dals and other verbs	
05	Expressions of time Present simple and present continuou questions	ıs 18	13	Can Ability and possibility Requests, offers, and permission	50
Do you understand?; When does the library open? Is it snowing?; What are they doing?			14	Could, was able to, managed to Could: requests, suggestions, and ability in the past Couldn't, was able to, managed to:	54
Pa:	st and perfect tenses			ability in the past	
06	Past simple I played; he made We didn't go; did they see?	22	15	Should You should eat more fruit Should I tell them?	58
07	Past continuous I was sitting; we weren't watching; was he eating? Past simple and past continuous	26	16	Must and have to I must or I have to I mustn't or I don't have to; Do I have to go	62 o?
08	Present perfect	30	Ve	rb forms and other structures	
1 h	I have finished; they've left He hasn't arrived; has he gone?; ever, n	never	17	The imperative Come in!; Enjoy your holiday!	66
09	Past simple and present perfect I lived or I have lived Finished time or just, ever, and never	34	18	Don't forget! Have got and have; make, do, and get Have got and have Make, do, and get	70

19	•	page 74	Prepositions	
	Learn to cook; promise to write It's easy to learn; I'm happy to help		Prepositions of place (at, in, on, above	ge 114 ,
	ticles, nouns, pronouns, d determiners		behind, under) Prepositions of time (at, in, on, from, to, until)	
20 21	Articles and nouns A, an or the Plural nouns (trees; people) There is, there are; this, that, these,	78	Building sentences 30 Conjunctions And; but; or Because; so	118
	and those There is, there are This, that, these, and those	82	Over to you	122
22	Countable and uncountable nouns Countable and uncountable; a, some, any, no	,	Answer key	127 132 147
23	Much, many, and a lot of Pronouns and possessives Subject and object pronouns (I, me) Possessives (my, mine)	90	Answer key Over to you Index	151
24	Possessives (2) 's and s' possessive Some friends of mine	94		
Ad	jectives and adverbs			
25	Adjectives Red; small; square Order of adjectives	98		
26	Comparative and superlative adjective Comparative adjectives Superlative adjectives	es 102		
27	Adverbs of manner Quickly; easily; carefully Well; early; fast	106		
28	Adverbs of degree Very hungry; really quietly Quite a bia cake: a really good book	110		